

Freek's Farm Reserved Matters Planning Application Travel Plan

Countryside Properties PLC

April 2020

Quality information

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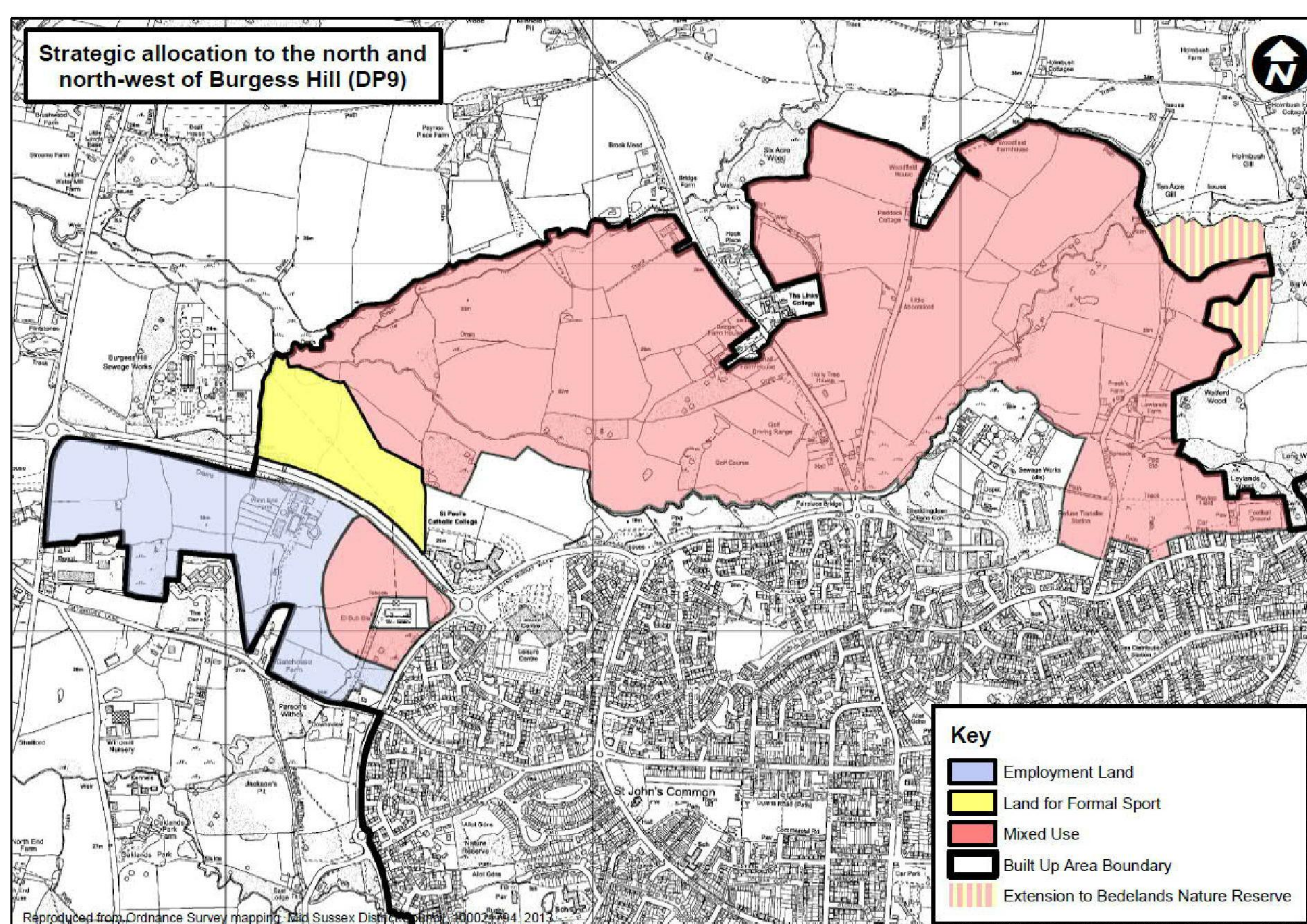
1. Introduction

1.1 Overview

AECOM has been appointed by Countryside Properties PLC to prepare a Travel Plan (TP) to accompany the reserved matters planning application for 460 residential units, located at the site known as Freek's Farm, Burgess Hill. The TP has been prepared to discharge Condition 11 pursuant to the outline planning application.

Planning Policy in Mid Sussex is guided by the Mid Sussex District Plan which was adopted in 2018. Within the Mid Sussex District Plan, the Freek's Farm site is located within a strategic allocation, DP9, which is located to the north-north-west of Burgess Hill. The allocation is the preferred location for a mixed-use development of approximately 3,500 homes and associated retail, education, health, employment, leisure, recreation and community uses. The strategic allocation is shown in **Figure 1** below.

Figure 1 – Mid Sussex District Plan Strategic Allocation DP9



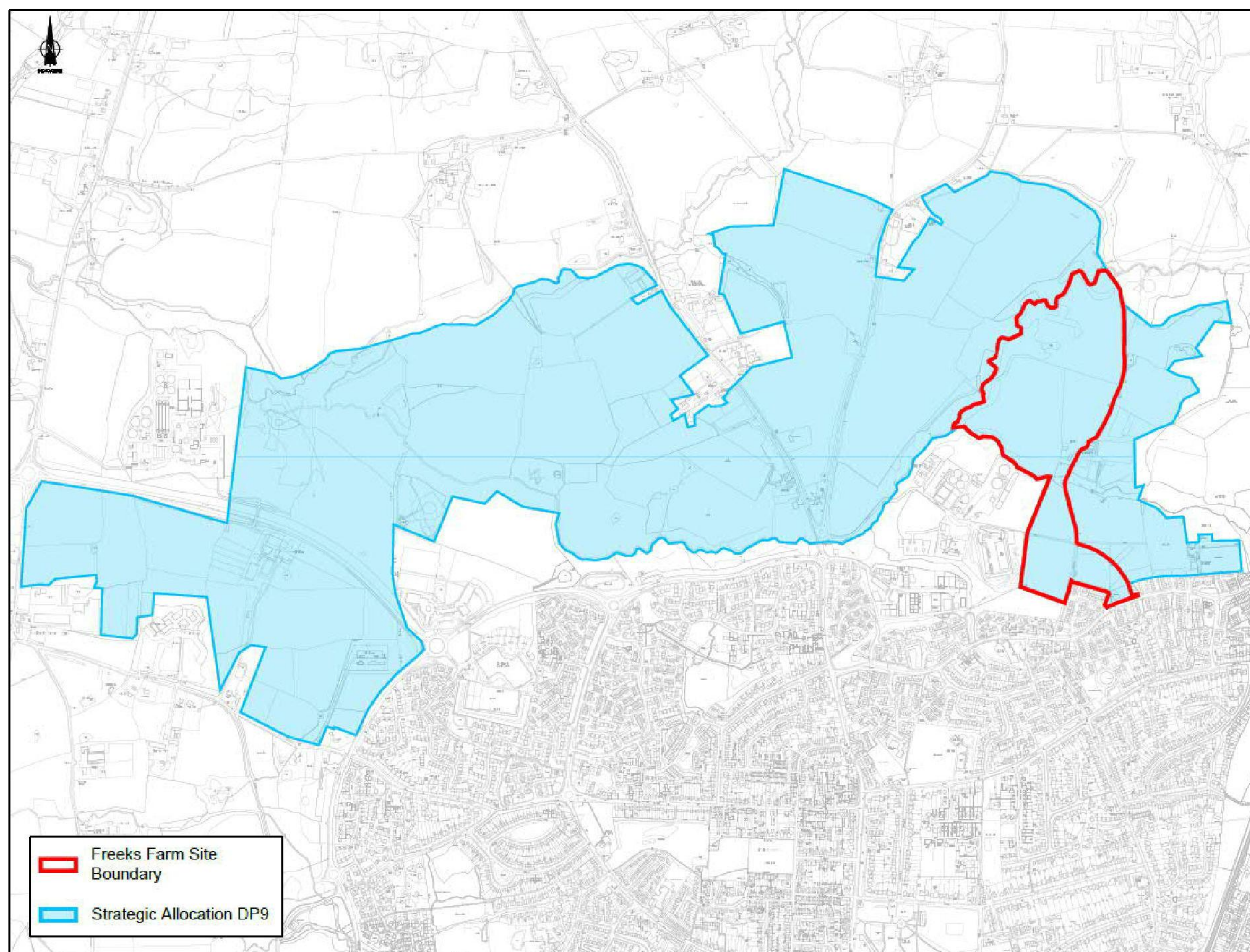
An outline planning application (ref: DM/18/0509) was submitted in February 2018 for a 'residential development comprising up to 460 dwellings, public open space, recreation areas, play areas, associated infrastructure including roads, surface water attenuation and associated demolition (outlines application with all matters reserved except for principal means of access from Maple Drive).' This application also encompasses the outline planning application (ref: DM/16/3947) for 130 residential units that was submitted for the southern section of the site in September 2016 and was subsequently withdrawn.

This TP forms part of the reserved matters planning application pursuant to the outline planning consent for 460 residential units and open space on the Freek's Farm site located within the east of the Strategic Allocation DP9. A location plan is shown in **Figure 2**. Condition 11 of the outline planning consents states:

'Provision of a detailed travel plan with provision to measure its implementation and effect) which sets out measures to encourage sustainable means of transport (public, cycling and walking) via subsidised or free-ticketing, improved links to bus stops, improved infrastructure and layout to improve accessibility and safety'.

This TP has been prepared to discharge this planning condition.

Figure 2 – Freek's Farm Site Location



Alongside this TP, a Transport Assessment (TA) has also been prepared to assess the potential impacts of the Proposed Development on the surrounding transport network. These two documents should be read in conjunction with the Development Proposal.

A scope of the TP was prepared and sent to Simon Hall of West Sussex County Council (WSSCC).

An outline planning application for the remaining development within the Northern Arc allocation was submitted to Mid Sussex District Council in 2019 (ref: DM/18/5114) which will provide:

- A further 3,040 dwellings;
- A secondary school;
- Two primary schools;
- Three local centres including healthcare provision;
- Employment area; and
- Centre for Community Sports.

Whilst not forming part of this planning application, should the remaining Northern Arc allocation be developed as proposed, this will provide additional facilities and amenities that residents of the this development will be able to take advantage of further enhancing the accessibility of the site.

Details of the relevant contacts for this TP are shown, below, in **Table 1**.

Table 1 – Travel Plan Contacts

Development Address	Travel Plan Co-Ordinator	Travel Plan Author
Freek's Farm, Burgess Hill, West Sussex	TBC	Laura Brooks AECOM Laura.Brooks2@aecom.com

1.2 Purpose of this Travel Plan

A TP is a living document which sets out measures to encourage sustainable means of transport (car sharing, public transport, cycling and walking) via subsidised or free ticketing, improved links to bus stops and improved infrastructure and layouts to improve accessibility and safety.

This TP has been prepared in accordance with the following documents:

- National Planning Policy Framework (2019)
- West Sussex County Council's 'Travel Plan Policy'

1.3 Report Structure

Following this introduction, the TP includes the following sections:

- Section 2 outlines relevant national, regional and local policy relevant to this TP;
- Section 3 details the accessibility of the site by all modes of transport;
- Section 4 describes the development proposals including access and car parking;
- Section 5 provides the aims and objectives of the TP;
- Section 6 outlines the TP targets;
- Section 7 outlines the proposed measures and initiatives that will be implemented to meet targets set out in Section Seven of the TP;
- Section 8 explains how the TP will be implemented, managed and reported; and
- Section 9 provides the Action Plan for the first year of opening of the development.

2. Policy Context

2.1 Introduction

This section provides a summary of the transport policy and guidance relevant to the development proposals at a national, regional and local level, and how the site accords with the allocation within the Mid Sussex District Plan.

2.2 National Planning Policy Framework (2019)

The National Planning Policy Framework (NPPF) outlines a number of planning policies for England, and sets out how they should be applied providing a framework for local authorities to develop and prepare their own guidance to control housing and development in their area. At the heart of the framework is a presumption in favour of sustainable development, which is to be evidenced, aided and achieved through all plans, developments and planning decisions.

In common with the National Planning Policy Guidance documents, the NPPF sets out guidance on Travel Plans, including when they are required and what they should include. The NPPF states that *'all developments that 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'*.

This TP has been prepared in accordance with the NPPF.

2.3 National Planning Practice Guidance (NPPG) (2014)

The Government has undertaken a review of planning guidance that supports the delivery of the NPPF and published updated NPPG online at <http://planningguidance.planningportal.gov.uk/>. The updated planning practice guidance includes guidance on TPs TAs and Transport Statements (TS).

The Planning Practice Guidance on TPs, TAs and TS includes guidance on:

- When TPs, TAs and TS are required;
- How the scope of the plans and assessments should be defined; and
- What should be included within the documents.

This TP has been prepared in accordance with this guidance.

2.4 West Sussex County Local Transport Plan 3 (2011-2026)

In a local context, the transport policy which relates to this proposed development is the West Sussex Local Transport Plan (LTP3). The LTP3 was produced in February 2011 and replaces LTP2. The LTP3 aims to prioritise the following key areas to improve the quality of life for the people of West Sussex:

- Promoting economic growth;
- Tackling climate change;
- Providing access to services, employment and housing; and,
- Improving safety, security and health.

The LTP3 has a number of policies to improve these areas in West Sussex. Specific aims relating to this development site are detailed in Paragraph 2.6.2 and include:

- *"Ensuring that maximum transport benefits are realised from future developments in and around Burgess Hill and Haywards Heath. The aim being to mitigate their impact and integrate the developments with existing communities.*
- *Encouraging sustainable travel by improving the cycle and pedestrian network through improved signage, connecting routes where appropriate and repairing and maintaining surfaces, particularly on routes identified through the Burgess Hill Green Cycle network.*
- *Manage on-street parking in Burgess Hill and Haywards Heath; potentially through the introduction of controlled parking zones in the town centres and near to the railway stations.*

- *Introducing measures to reduce the speed of traffic within residential and built-up areas where there are clear benefits from doing so and this is supported by the local community.*
- *Continuing to work with our bus operators to improve the capacity and quality of the bus fleet and to improve the way the services are marketed.*
- *Seeking to reduce traffic congestion by providing a convenient, comfortable, safe and flexible public transport system that offers a real alternative to the private car and encourages sustainable movement, thereby reducing energy consumption and pollution.*
- *Improving the accessibility and quality of information available through the introduction of RTPI at well used bus stops and where the whole life costs are affordable.”*

Within the LTP3 it is emphasised that West Sussex will look to secure Travel Plans for all new residential and employment developments within the region.

In compliance with LTP3, this TP promotes sustainable travel to and from the development.

2.5 West Sussex County Council Development Travel Plan Policy (WSDTPP)

WSCC has a specific policy document to aid the preparation and implementation of TPs associated with new developments within the district providing a standardised framework to be used by developers and their consultants.

The document provides guidance outlining the requirements and process for preparing, delivering and monitoring a TP, stressing that where no TP or a 'substandard' TP is submitted to support an application, WSCC will recommend an application is refused. In respect of this TP, the document states that a full TP is required when it is for a development proposal which meets the TA thresholds detailed within the DFT Guidance on Transport Assessments (GTA) as amended by the West Sussex County Council Transport Assessment Methodology'. The document also provides pre-determined targets required in Full Travel Plans, these are:

- Target One – “To reduce the number of vehicle trips generated over a 12 hour period (Weekday 7am-7pm) by the site by a minimum of 15% in urban areas and 10% in rural areas”; and,
- Target Two – “To reduce the peak hour trip rate of a development to ensure there is no ‘material impact’ on the surrounding network”

It also outlines how all TPs in West Sussex must be **T.R.A.C.E.S**:

- **Transparent** – plans should clearly identify who is responsible for each element of the plan, how it is financed and explain how targets have been developed;
- **Realistic** – plans should set targets which are realistic but stretching, reflecting the local policies and taking into consideration the likely demographic of the occupants;
- **Achievable** – plans should only include measures which the developers and partners are capable of delivering and are likely to positively impact transport behaviour;
- **Committed** – Plans need clear commitment from the developer and occupier, such as appointment of a travel plan co-ordinator and identifying the sources of funding to take forward the TP;
- **Enforceable** – The commitments within the plan require to be enforceable by local authorities under accompanying Section 106 agreements; and,
- **Sustainable** – TPs need to show how they will be managed in the long term; including who will be responsible for them and how the funding will be sustained over time.

2.6 Mid Sussex District Plan 2014 – 2031

The Mid Sussex District Plan (MSDP) was adopted in March 2018, replacing the Mid Sussex Local Plan 2004. It outlines the local strategy and vision for the local authority between 2014 and 2031 and places sustainability at the heart of the plans.

Both Policies DP1 and DP4 recognise the requirement for housing and economic growth in and around Burgess Hill.

The area north of Burgess Hill is identified in Policy DP9 as a strategic location for growth within the District. It is a key opportunity area to maximise the future growth of Burgess Hill, with significant infrastructure improvements required to help ensure this growth is sustainable and facilitates this growth.

Policy DP9 outlines that the Northern Arc allocation will come forward as a phased development of:

- Approximately 3,500 homes and associated retail, education, health, employment, leisure, recreation and community uses;
- 25ha business park;
- Two new primary schools;
- Centre for community sport;
- Provision of permanent pitches for settled Gypsies and Travellers; and
- A new Northern Link Road connecting through the Strategic Allocation Area from the A2300 to the A273 Isaac's Lane, along with new junctions.

Policy DP21 identifies that developments will need to be supported by Travel Plans which are '*effective*' and '*deliverable*'.

2.7 Development Infrastructure and Contributions Supplementary Planning Document (2018)

This Supplementary Planning Document (SPD) outlines the mechanism by which developer contributions will be secured across Mid Sussex and as required to support the District Plan. Of relevance to the Proposed Development are the parking standards contained within the SPD.

Table 1 outlines the residential parking standards provided within the SPD.

Table 2 Residential Parking Standards

Dwelling Type (Flats and Houses)	Minimum Residential Car Parking Standard	Minimum Residential Cycle Parking Standard
1 bed dwellings	1 car space per dwelling	1 space per dwelling
2/3 bed dwellings	2 spaces per dwelling	2 spaces per dwelling
4 bed dwellings	3 spaces per dwelling	2 spaces per dwelling
5+ bed dwellings	Car parking to be assessed individually	Cycle parking to be assessed individually

2.8 Burgess Hill Town Wide Strategy (2011)

The Burgess Hill Town Wide Strategy (BHTWS) was prepared by the Town Council ahead of the Neighbourhood Plan and outlines the vision for Burgess Hill over the next 20 years, up to 2031. The strategy aims to help create a fully sustainable town which is underpinned by a state of the art transport network and modern supporting infrastructure, including improved public transport, walking and cycling routes.

Two growth areas of Burgess Hill were identified within this strategy document, with the proposed development sitting within the Northern Arc strategic development area.

2.9 Summary

The Proposed Development accords with a number of policies at the various levels as outlined. In particular the Proposed Development conforms to policies relating to accessibility, sustainability and specific requirements as outlined within the District and Neighbourhood Plans.

3. Existing Conditions

3.1 Introduction

This section provides a review of the accessibility of the site by all modes of transport including walking, cycling, public transport and highways.

3.2 Existing Uses

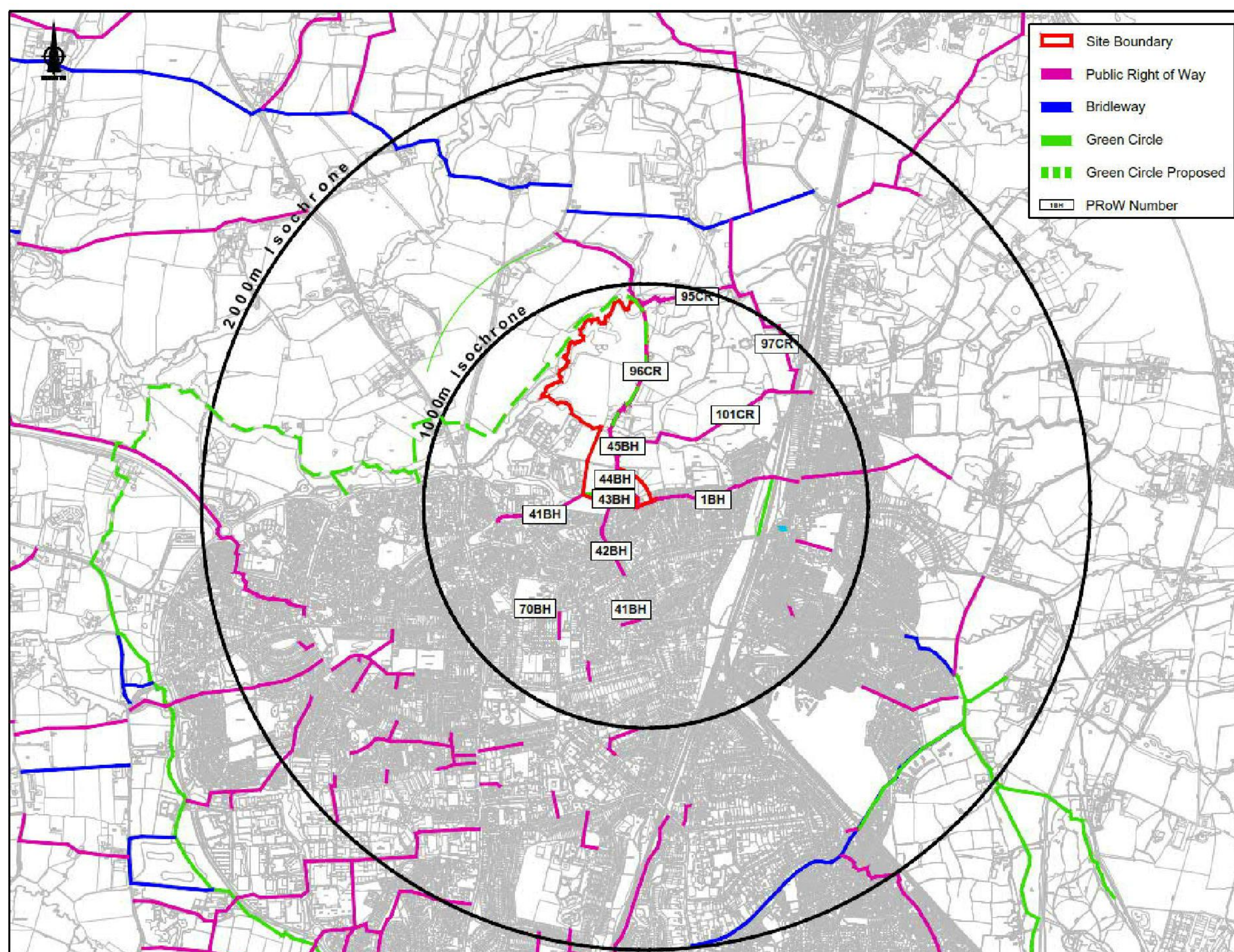
The Proposed Development site incorporates land north of Maple Drive and Faulkners Way. These currently form the northern edge of Burgess Hill and are lined with residential properties. Forming the eastern boundary of the site is Freek's Lane, a Public Right of Way (PRoW) connecting Burgess Hill with routes towards Hayward's Heath in the north. The north-western boundary is bound by the River Adur and the south-western boundary is bound by the former sewage treatment works site, which is currently under construction as the Fairbridge Way residential development. The site is largely open space.

A site location plan is shown in **Figure 2** of this document and is provided in **Appendix A**.

3.3 Walking and Cycling

Figure 3 illustrates indicative 1km and 2km isochrones from the site access point on Maple Drive, with 2km considered to be the 'preferred maximum walking distance' for commuting as specified in the Chartered Institute of Highways and Transportation (CIHT) 'Providing for Journeys on Foot' and equating to a walking time of approximately 25 minutes. A larger scale plan is provided in **Appendix A**.

Figure 3 – Walking and Cycling Routes within 1000m and 2000m Isochrones



The isochrones provided within **Figure 3** demonstrate that the northern part of Burgess Hill is accessible within the maximum recommended walking distance along with Wivelsfield Railway Station. A range of PRoW are also accessible and further links will be provided when the remaining Northern Arc allocation is developed out.

Access to the Proposed Development will be taken from Maple Drive. Maple Drive is street lit and has 2m wide footways along its length on both sides of the carriageway. There are a number of residential roads that form junctions with Maple Drive along its length. At its eastern end Maple Drive forms a priority junction with Leylands Park with Maple Drive forming the minor arm serving further areas of residential development to the east. Footways continue along Maple Drive and connect with a PRoW that connects to Leylands Road and Wivelsfield Railway Station in the east providing a continuous pedestrian connection between the Proposed Development and Wivelsfield Railway Station. Leylands Park continues in a southerly direction from its junction with Maple Drive to form a mini roundabout with Leylands Road and features footways on both sides of the carriageway. Leylands Road runs in an east-west direction and connects London Road in the west to Valebridge Road/Junction Road in the east. At its western end Maple Drive forms a staggered four-arm traffic signal junction with London Road (B2036) and Dunstall Avenue, which is a main route to the town centre from the north. London Road and Leylands Road feature 2m wide footways on both sides of the carriageway and benefit from street lighting.

The B2036 north of Maple Drive forms a double roundabout junction with Fairbridge Way, Marchants Way and A273. A footway is provided on the western side of London Road connecting Maple Drive to the A273. Improvements are currently being constructed at the Fairbridge Way double roundabout which will provide enhanced pedestrian and cycle provision. The A273, west of the Marchants Way roundabout has a continuous 2m wide footway along the southern edge of the carriageway to the Sussex Way Roundabout.

There are a number of PRoW within the vicinity of the site:

Maple Drive (41BH, 1BH) – runs in an east-west direction between Stonefield Way and Valebridge Road;

Freek's Lane (42BH, 43BH, 44BH, 45BH, 96CR, 94CR) – runs in a north-south direction between Leylands Road, along the eastern boundary of the site and connecting with the A273; and

- Bedelands Park (101CR) – runs between Freek's Lane and Valebridge Road, running through Bedelands farm and crossing the railway line.

As well as the PRoW and pedestrian footways listed above, Burgess Hill benefits from a circular network of footway, cycleway and bridleway routes around the town known as the Green Circle which connects a number of protected green spaces. Currently the route around the west and south of the town are complete with a continuous route whilst the remaining sections around the north and east of the town remain at the planning stage. Proposals forming part of the outline planning application on the remainder of the Northern Arc will assist in completing the Green Circle.

In terms of dedicated cycle infrastructure, there is a combined footway/cycleway between the Triangle Leisure Centre and Gatehouse Lane to the west of the site. National Cycle Route 20 is the closest national route to the site. It runs between Crawley and Brighton and passes Burgess Hill just to the west of the A23.

3.4 Local Amenities

Access to amenities has been measured with reference to the number of facilities available within a reasonable walking distance. A reasonable walking distance for the purposes of this assessment has been considered to be up to 800m equating to a 10 minute walk. A plan showing an 800m walking isochrone from the site access and the local amenities within that distance is shown in **Figure 4**, and details of local amenities and their distance from the site access are detailed in **Table 3**.

Figure 4 – Local Amenities within an 800m Walking Isochrone

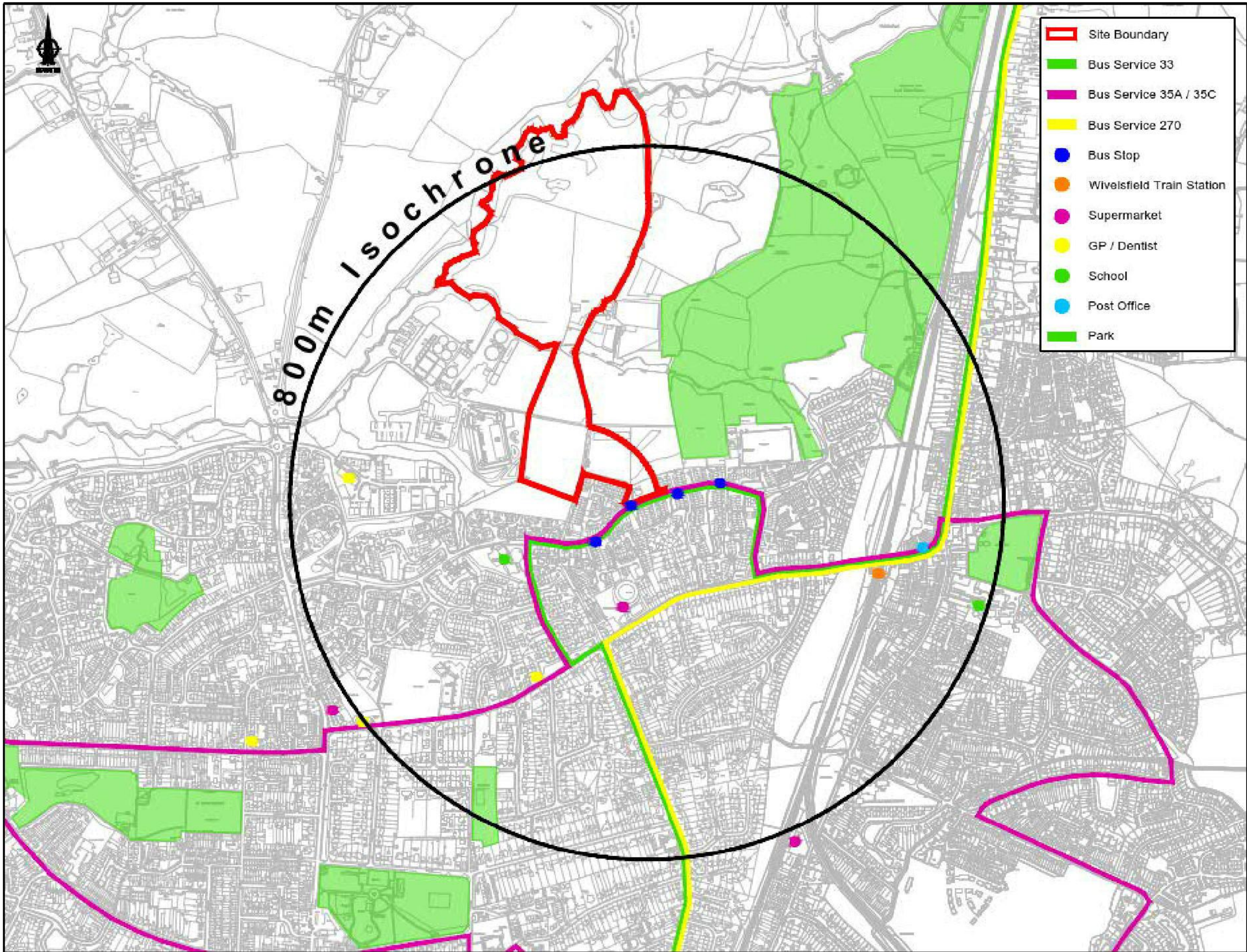


Table 3 – Local Amenities within 800m Isochrone

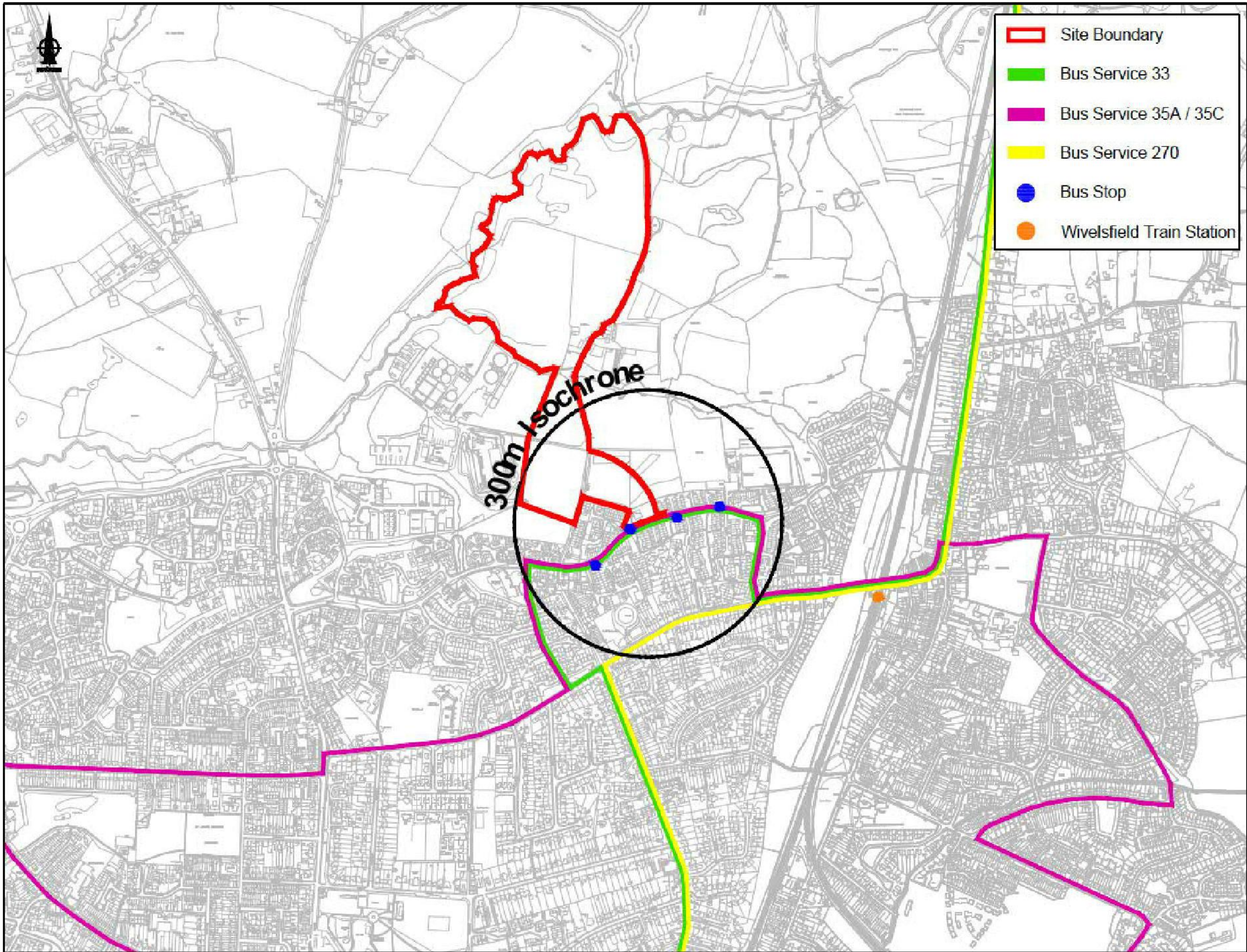
Local Amenities	Distance from Site Access
Bedelands Nature Reserve	490m northeast
Wivelsfield Railway Station	540m southeast
Worlds End Post Office	620m southeast
Lidl Supermarket	230m south
Park View Health Partnership	600m southwest
Sheddingdean Community Primary School	320m west
Sussex Denture Clinic	630m west

3.5 Public Transport

Bus

The CIHT guidance 'Buses in Urban Developments' recommends 400m as a maximum desirable distance to walk in order to access bus based public transport. A 400m walking distance is considered in the guidance to equate to a 300m crow-flies isochrone. The bus services available within this distance (measured from the site access) are shown in **Figure 5**. This figure is provided at a larger scale within **Appendix A**.

Figure 5 – Bus Stops and Routes within a 300m Walking Isochrone



Maple Drive has a number of bus stops along its length, with the closest bus stop located adjacent to The Hawthorns, located approximately 30m west of the proposed site access. This bus stop is served by bus service 33 between Hurstpierpoint and Haywards Heath and bus services 35A/35C which is a circular bus route around Burgess Hill. Bus service 270 can be accessed from Leylands Road opposite Munns Road.

The bus stops within a 400m walking distance provide a bus pole with timetabling information.

A summary of the bus routes that serve these bus stops is provided in **Table 4**.

Table 4 – Bus Services Summary

Service	Route	Monday - Friday	Saturday	Sunday
33	Hurstpierpoint – Hassocks – Burgess Hill – Haywards Heath	Hourly	Hourly	-
35A / 35C	Burgess Hill Town Circular (East)	Hourly	Hourly	-
270	East Grinstead – Forest Row – Haywards Heath – Burgess Hill – Brighton	Hourly	Hourly	Every 2 hours

Table 2 identifies that an hourly bus service is available within a reasonable walking distance connecting the site with Burgess Hill town centre and Haywards Heath.

Rail

Wivelsfield Railway Station is located approximately 600m southeast of the site. It sits on the Brighton Main Line and just north of the Lewes Branch Line connection with frequent services between London, Brighton, Lewes and Eastbourne. The station does not have any car parking provision, but does provide 10 cycle spaces that are monitored by CCTV. There is an office and machines to purchase tickets as well as 24/7 information services.

A summary of the rail services available from Wivelsfield Railway Station is provided in **Table 5**.

Table 5 – Rail Services from Wivelsfield Railway Station

Destination	Duration	Monday - Saturday	Sunday
Brighton	14 mins	Every 30 mins	Every 30 mins
Eastbourne	35 mins	Hourly	Hourly
London Victoria	58 mins	Hourly	Hourly
Bedford	2 hr 11 mins	Every 30 mins	-

3.6 Highways

The local road network in the vicinity of the site is comprised of Maple Drive, Leylands Road, B2036 and A273, as well as many residential streets.

Maple Drive borders the southern edge of the development site. It is a residential 'distributor' type road that serves further areas of residential development. It runs between London Road in the west, where it forms a staggered four-arm signalised junction, and Leylands Park which leads to Leylands Road in the east, where it forms a three-arm mini-roundabout. Maple Drive is approximately 7m wide, features traffic calming measures and footways adjacent to both sides of the carriageway, is subject to a 30mph speed limit and is street lit.

Leylands Road runs in an east-west direction between the double mini-roundabout junction with West Street and London Road in the west and a three arm mini-roundabout junction with Valebridge Road and Junction Road in the east. The road is approximately 6.5m wide, features footways on both sides of the carriageway, is subject to a 30mph speed limit and is street lit. Where it passes under the railway line near Wivelsfield Railway Station it features a height restriction of 4.1m (13.9").

The B2036 runs in a north-south direction through the centre of Burgess Hill as London Road. To the north of the Fairbridge Way/Marchants Way double roundabouts it continues in a northwest direction to Ansty where it connects with the A272 for onward connection to the A23. Where it connects with Maple Drive and Leylands Road the B2036 is approximately seven metres wide, features footways on both sides, is subject to a 30mph speed limit and is street lit.

The A273 provides a main route towards Haywards Heath to the north east of Burgess Hill. To the west of London Road, the A273 forms the northern, western and southern perimeter of Burgess Hill and effectively functions as a bypass of the town. To the south of Burgess Hill, the A273 continues in a southerly direction before connecting with the A23 at Pyecombe. Around Burgess Hill the A273 is a modern standard single carriageway road, subject to a 40mph speed limit and is street lit. Footways are provided along part of its length which are setback behind wide grass verges.

The A273 connects with the A2300 in the west of Burgess Hill. The A2300 connects the A273 with the A23 in the west. The A23 forms part of the strategic road network and provides a key transport corridor connecting the south coast with the M23 and M25 in the north.

4. Development Proposals

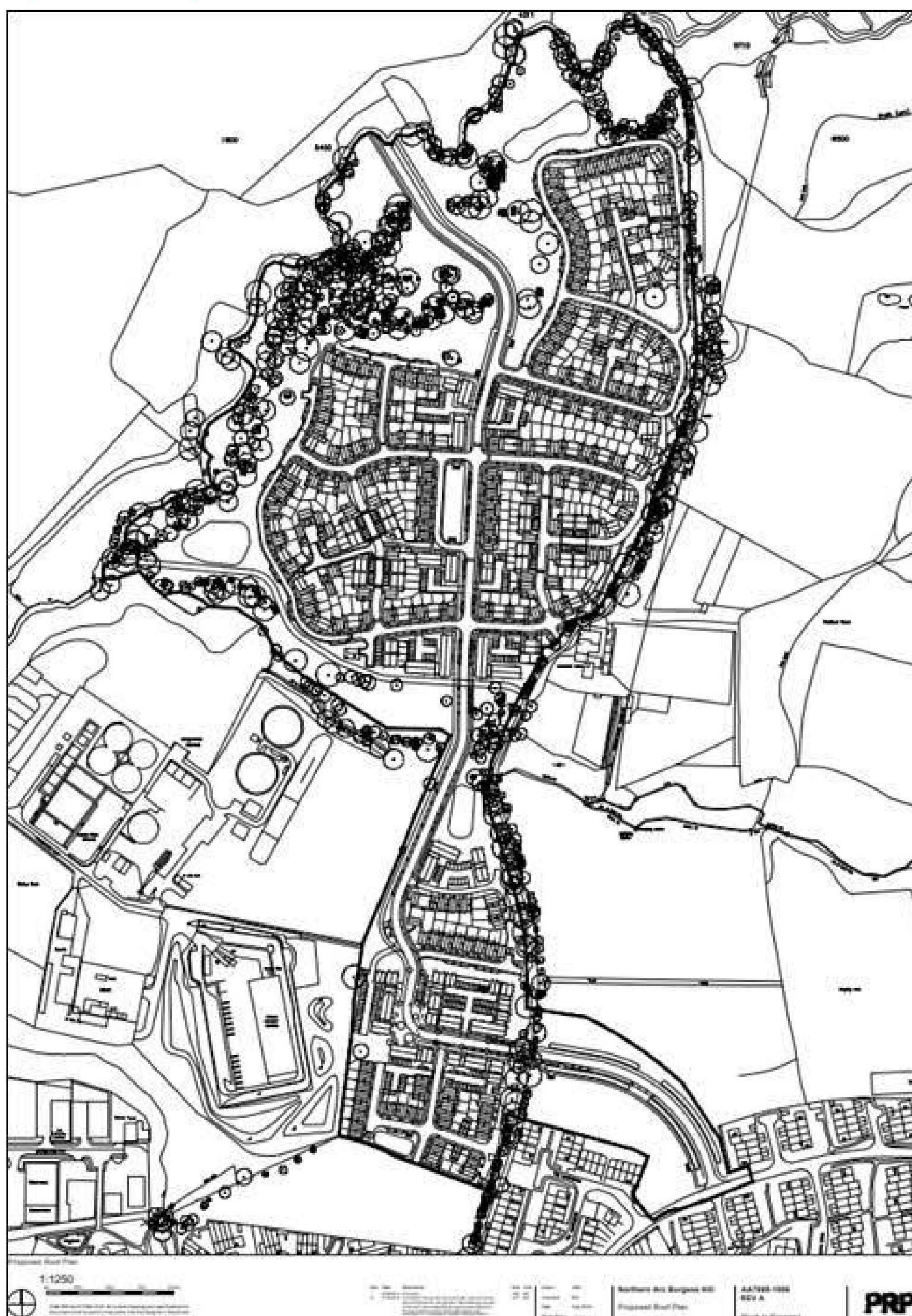
4.1 Introduction

This section provides details about the development, including proposed quantum, phasing, vehicular access strategy and parking.

4.2 Development Proposals

The development proposals comprise a residential development consisting of up to 460 dwellings with a mixture of typology and tenure type and open space. A plan illustrating the development proposals is provided in **Figure 6** and at a larger scale in **Appendix C**.

Figure 6 – Masterplan



The proposals will deliver 460 dwellings on the Freek's Farm site. The mix of these dwellings is shown in **Table 6**.

Table 6 – Full Development Dwellings Breakdown

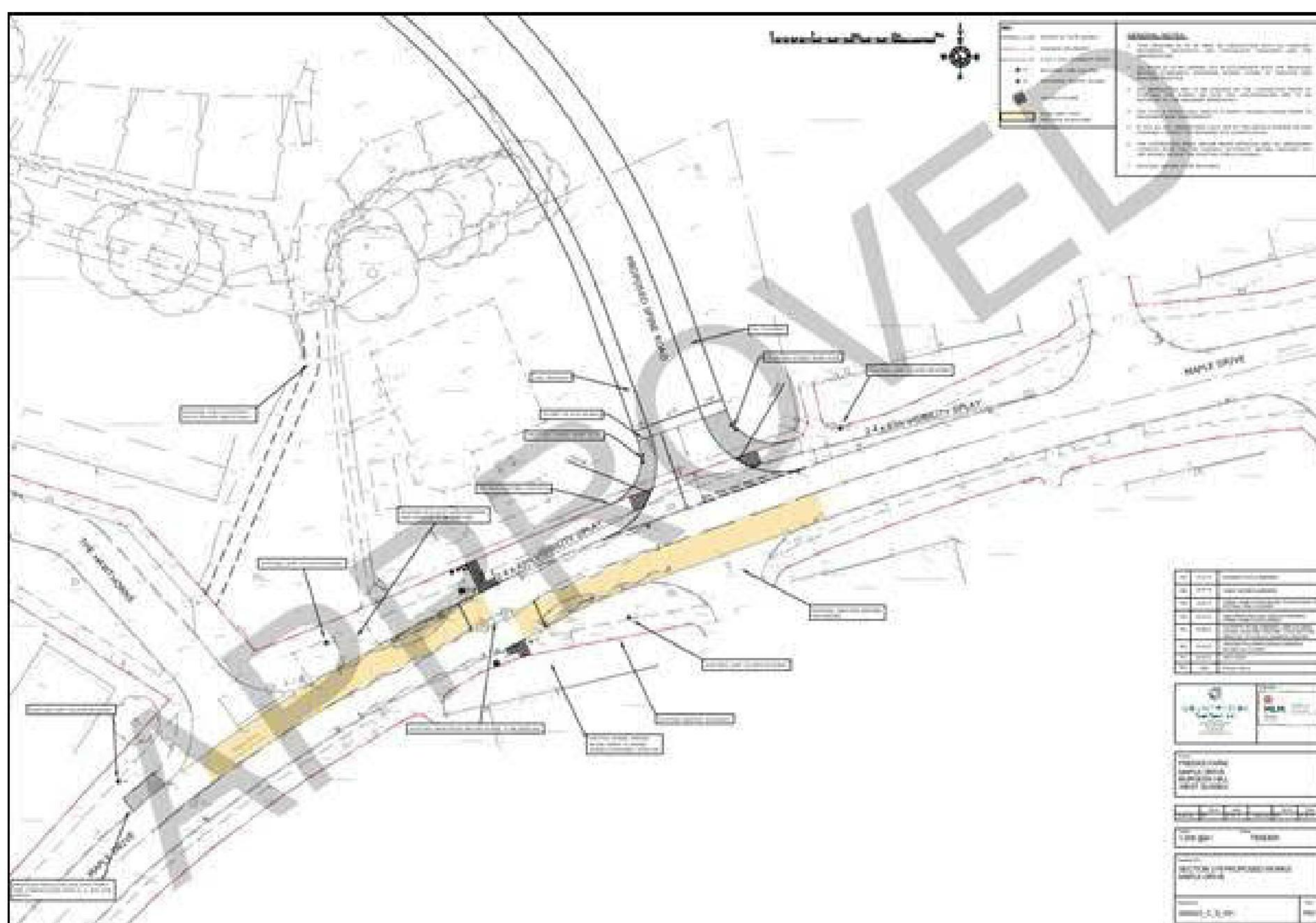
	1 bed dwellings	2 bed dwellings	3 bed dwellings	4 bed dwellings	Total
Private Housing	22	142	102	56	322
Affordable Housing	37	84	16	1	138
Total	59	226	118	57	460

4.3 Site Access Arrangements

Vehicular Access

Access to the proposed development will be taken from Maple Drive. Access will be provided in accordance with the approved site access drawing (ITL12127-SK-005 Rev E) and as shown in **Figure 7** and in **Appendix C**.

Figure 7 – Site Access Arrangement



The Maple Drive access proposals feature a 6.75m carriageway with 3m shared cycle/footways on either side. Immediately west of the Maple Drive junction a Puffin controlled pedestrian crossing will be provided to enhance pedestrian connections in the area. The existing bus stop located west of the proposed access will be moved further west, to the west of the junction with The Hawthorns.

The proposed access road into the development will cross Freek's Lane. At this point an uncontrolled crossing will be provided. Bollards will prohibit vehicular access south from the access road. Vehicle access will still be permitted to the north until such a time as development is completed on the Lowlands Farm site that is accessed from Freek's Lane. The access road has been designed with a 6.75m carriageway width to accommodate servicing of the proposed development along as serving as a future bus route.

The existing children's play area will be relocated as part of the access works.

During phase 1, access to the site will only be available from the access point proposed on Maple Drive.

Once the EBLR is delivered, there will be a vehicular bridge and road link from the north western boundary of the site to the A273. This will be delivered separately by Homes England as part of the wider Northern Arc development. Planning permission for this link forms part of the wider outline planning application for the Northern Arc. In addition, to expedite delivery, a separate full planning application for the EBLR has been submitted to MSDC for approval.

The bridge and link road are required to be in place prior to delivery of more than 130 units on the Freek's Farm site. The current programme for the EBLR envisages opening by June 2021.

A series of secondary and tertiary streets will provide access from the Spine Road to the other elements of the development, including linkages to the further access points to Lowlands Farm, which forms part of the wider Northern Arc Outline Planning Application and to MSDC land to the south.

Pedestrian and Cycle Access

The Spine Road will feature dedicated pedestrian and cycle infrastructure, connecting to the various areas of the Freek's Farm development and to various strategic locations off-site. On the Spine Road there will be a dedicated 3m wide cycleway and a 1.8m footway, providing separated off road active mode provision. All secondary and tertiary routes within the site will provide formal pedestrian footways where possible, with cyclists expected to use the carriageway to continue their journeys.

The site will also feature a section of the east to west running Cycle Superhighway which will connect the wider Northern Arc development with Freek's Farm, Freek's Lane PRoW and Maple Drive. Delivery of the Cycle Superhighway on the Freek's Farm site forms part of this reserved matters planning application. The remainder of the Cycle Superhighway will be delivered by Homes England as part of the wider strategic site development Masterplan.

The outline planning consent for Freek's Farm secures a package of wider walking and cycling improvements. These are shown on the drawings contained within **Appendix D** and include the provision of a 3m shared cycle/footway on Maple Drive connecting the site to Sheddingdean Primary School and local centre in the west and Wivelsfield Railway Station in the east.

Public Transport

In addition to the existing bus services operating on Maple Drive, with the closest bus stop located adjacent to The Hawthorns, approximately 30m west of the proposed site access, the spine road will be designed to accommodate a bus route through the site. Initially, this will consist of a shuttle bus service from Freek's Farm to the town centre and Burgess Hill train station with a bus stop and turning area provided on the Freek's Farm site, ensuring all dwellings are located within a reasonable walking distance of the bus stop. As phase 2 of Freek's Farm, and the wider Strategic Allocation is delivered, the expectation is that the bus route will pass through the site on the Spine Road and will continue to serve the full Northern Arc site.

The details of this public transport strategy for the Northern Arc are still under development.

4.4 Indicative Travel Patterns

In order to assess the impacts of the development on the surrounding transport network, the trip generation has been derived using TRICS software. Trip rates have been selected for sites of a similar size and nature to the Development Proposals. Sites have been chosen based on TRICS land use category 'Residential – Houses Privately Owned' and 'Residential – Private / Affordable Housing' for geographical areas in England only and excluding London.

The vehicle trip rates and resultant trip generation for the private and affordable housing are summarised in **Section 5** of the Transport Assessment. The resultant trip generation associated with the full development at Freek's Farm is provided in **Table 7**.

Table 7 – Total Vehicle Trips

Development Phase	Daily (07:00-19:00)	
	Arrivals	Departures
Full Development (460 dwellings)	946	983

Table 7 indicates that the full development at Freek's Farm will generate 1,927 vehicular movements per day.

Based on the trip rates provided by TRICs, a mode share was derived. This indicated the following daily trips by mode:

Table 8 – Total Daily Trips by Mode

Mode	Mode Share	Total Daily Trips
Vehicle	61%	1,927
Foot	31%	991
Cycle	2%	54
Public Transport	3%	105
Taxi	3%	90
Other	0%	13
Total	100%	3,180

5. Aims and Objectives

5.1 Introduction

This section will outline the aims and objectives which this TP sets out to achieve.

5.2 Aims

In order to meet sustainable transport policies, this TP aims:

- To reduce the number of single occupancy car journeys to/from the site; and
- To improve awareness of sustainable travel options for users of the development.

5.3 Objectives

These aims will be achieved through the following objectives:

- to support a range of sustainable transport alternatives so that the future occupants of the site have an array of options when travelling to/from the site;
- to raise awareness to residents of their sustainable travel options to and from the site;
- to promote car sharing, active travel and public transport as safe, affordable and convenient alternatives to private cars and highlight the health and environmental benefits of using sustainable travel modes;
- to minimise the impacts of car based travel to the site on the local and strategic highway network and environment; and
- to manage car parking demand across the development.

6. Targets

6.1 Introduction

To support the aims and objectives of the TP, appropriate short, medium and long term targets have been set.

In line with best practice guidance, these targets set will be **SMART**:

- **Site Specific:** The targets will take into account the location of the development in terms of accessibility and type of development proposed;
- **Measurable:** The proportion of users using each mode of transport will be measured and monitored on an annual basis for five years post occupation;
- **Achievable:** It is considered that through the measures included within this TP for public transport, walking and cycling that the targets are achievable;
- **Realistic plans** should set targets which are realistic but stretching, reflecting the local policies and taking into consideration the likely demographic of the occupants; and
- **Time-bound:** The targets are to be met within the first five years of the initial occupation of the development and will be on-going for at least a five year period.

These targets are set to help minimise the amount of car based travel to/from the site and, in turn, increase the levels of sustainable travel to/from the site.

6.2 Targets

In-line with WSCC policy, there are two pre-determined targets that are required to be included within Full TPs.

Target One

WSCC requires that there should be: *“a reduction in the number of vehicle trips generated over a 12 hour period (weekday 7am – 7pm) by the site by a minimum of 15%”*.

It is envisaged that this 15% target will be achieved within five years of first occupation of the site. The total number of vehicle trips which are expected in the first five years post opening is shown below, in **Table 9**.

Table 9 – Vehicle Trips Target

Mode of Travel	Opening Year Daily Trip Generation	End of Year 2	End of Year 3	End of Year 4	End of Year 5
Vehicle	61%	57%	55%	53%	51%
	1,927	1,811	1,753	1,695	1,638

Target Two

The second target set by WSCC is that there should be *“a reduction in the peak hour trip rate of the development to ensure that there is no material impact on the surrounding network”*.

The Highway Authority found the trip generation and junction capacity assessments in the outline planning application to be acceptable in terms of highway impacts. Where Target One aims to reduce private car trips, Target Two will aim to increase walking and cycling based trips. This will be in part as a result of reduced vehicular trips and part by the promotion of these modes as part of the Travel Plan measures set out below.

7. Measures

7.1 Introduction

This section outlines the measures and initiatives that will be implemented to encourage sustainable travel.

7.2 Hard Measures

The following hard measures will be implemented at the site in conjunction with this TP to encourage sustainable travel by users of the site.

Cycling

To increase the use of bicycles as a means of travel, cycle storage will be provided for each dwelling. This will enable residents to have a safe, secure and accessible place to store a bicycle and therefore be more likely to use one. Cycle parking levels above those required within the MSDC parking standards will be provided to encourage the uptake of cycling.

Car Parking

The allocation of car parking on the site will be calculated using the MSDC parking guidance, minimising the number of available spaces. This will help to discourage residents from having a car unless necessary due to only a limited number of spaces available. It is accepted that due to the location of the site that this development cannot be car free.

There will also be provision of one electric charging point per 10 dwellings in order to encourage the uptake of electric vehicle ownership.

7.3 Soft Measures

The following soft measures will be implemented at the site in conjunction with this TP.

Travel Plan Co-Ordinator

A TP co-ordinator will be appointed prior to occupation of any dwellings to ensure the effective implementation and operation of the measures set out within this TP. This will also help to ensure that the TP measures are in place from the outset. This person should have a good understanding of the local area and believe in the TP which they are promoting.

Welcome Pack

An introductory welcome pack will be provided to all new residents on completion of the purchase of their property on the site. The pack is intended to motivate and encourage residents to travel sustainably. This will help to encourage residents to establish sustainable travel habits from the outset.

The travel pack will include:

- Provision of walking and cycling maps showing local facilities and public transport facilities, including the associated walking and cycling times to reach key destinations;
- A £150 voucher to be issued to the first occupier of each unit for subsidised public transport;
- A £150 voucher to be issued to the first occupier of each unit toward the price of a bicycle/scooter;
- Car share scheme promotion and details of opportunities in the local area;
- Promotional material showing the health benefits of using active modes of travel such as walking and cycling;
- Public transport information and timetables for the services operating within the vicinity of the site; and
- A feedback survey to gather the initial information on perceived transport choices, their opinions on the effect of the TP; and suggestions for ways to improve it.

A draft welcome pack is provided in **Appendix D**.

Community Noticeboards

A community noticeboard will be provided on site providing travel and community information and will be placed in a prominent location on site which will be accessible to all site occupants.

The board will display a map of the site and local area, and will provide public transport timetables, rail station / bus stop locations and route maps. There will also be maps showing the local walking and cycling routes and information on the Car Clubs. Alongside providing sustainable travel options the noticeboards will also be utilised to promote any forthcoming on travel initiatives or events.

Social Media

Residents will be invited to join and actively use a resident's social media page, such as a Facebook group and/or a website to find out travel information and share resident information.

Travel Plan Newsletter

A newsletter will be produced every year to keep residents aware of the TP, chart its progress and promote upcoming events to residents. The newsletter will be produced for the first five years of implementation of the TP.

Car Club

The TPC will actively explore opportunities for Car Clubs within the Proposed Development. At present, there are negotiations currently being undertaken with Enterprise, a nationwide car club which currently operates in most major towns and cities including Brighton. Once agreed, it is envisaged that two car club vehicles and spaces will be provided on site, providing residents with an opportunity to access a vehicle without having to buy and maintain their own car.

Car Sharing

Details of Car Sharing opportunities within Burgess Hill and West Sussex will be promoted on site on the noticeboard, within the Welcome Pack and within the yearly TP newsletter. Car sharing will be promoted as a way to reduce the total number of car trips to/from site, accepting that sometimes the car is the only realistic option.

Residents will be encouraged to provide their details in order to set up a Car Sharing database for the site which will be reviewed regularly. Residents will also be provided with details to sign up to the locally established car sharing site www.WestSussexCarShare.com, operated by Liftshare, a leading car sharing operation in the UK.

8. Management, Implementation, Monitoring and Review

8.1 Introduction

This section will outline details about the Travel Plan Co-ordinator and how the TP will be implemented and monitored based upon WSCC guidance.

8.2 Management

Travel Plan Co-ordinator

The TPC will be responsible for the day to day managing of the TP. The TPC's details are provided in **Section 1** and their role includes being responsible for:

- Marketing and publicising the TP;
- Being the key contact point for the TP;
- Promoting the benefits of the TP and sustainable transport to the residents;
- Ensuring all information provided is up to date and relevant;
- Delivering the initiatives identified within this TP;
- Liaising with key stakeholders – such as service providers and WSCC (Local Authority);
- Arranging the ongoing monitoring of the TP; and
- Reporting the results of the monitoring.

To ensure the measures and initiatives of the plan are instilled and in place at the outset of the development, it is imperative that the TPC is appointed prior to first occupation of the development. This will help to ensure that sufficient time is provided for the TPC to develop a good knowledge of the local facilities and to gain a full understanding of the strategy.

The TPC should ensure they are able to dedicate the required amount of time for implementing the initiatives and the overall site strategy. The amount of time required to continue to monitor the TP will vary on a month to month basis.

8.3 Implementation

This TP looks to ensure that sustainability is at the heart of travel provision and the behaviour of those travelling to and from the development by influencing the transport decisions made by residents. The success of the measures and initiatives in changing behaviour will be determined by the way in which the TP is implemented.

It is imperative that every effort is made to influence the decisions of residents at the earliest opportunity as travel behaviour is determined at a very early point and once made is hard to shift. By making a firm commitment to work with residents and developers within the vicinity of the site it can help to influence these travel behaviours.

This is a two way process requiring a commitment from those producing and managing the TP and also from those who are expected to buy in to it i.e. the residents. Establishing a collaborative working relationship between the two groups will help to ensure the longevity of the Travel Plan and sustain its on-going effectiveness in the short, medium and longer term.

8.4 Monitoring and Review

As a TP is a living document, continuous monitoring and ongoing management is required in order to assess the effectiveness of the measures and initiatives being introduced. A TPC will be appointed for this development who will be responsible for implementing the measures they are directly responsible for and for ensuring all other measures have been implemented. This also includes liaising with the different stakeholders, including the residents of the development.

The TPC will be responsible for carrying out the travel surveys in accordance with the TRICS UK Standard Methodology for Travel Plans (TRICS SAM), updating the TP and then managing the implementation of measures contained within this document. They will then be responsible for the ongoing monitoring activities.

Monitoring will be carried out for the first 5 years from first occupation, by when it is expected the targets of the TP will have been met. Monitoring will provide the opportunity to understand the travel habits of the residents and assess whether the measures are still suitable for helping residents achieve the identified TP targets.

As part of this monitoring, travel surveys will be carried out:

- Six months after first occupation; and
- In years one, three and five after first occupation.

The results of these surveys will provide a baseline from which an action plan will be written, and this may include Travel Plan targets being revised or updated accordingly.

A monitoring report will be produced after each of the travel surveys which will include a full summary of:

- Progress implementing the measures of the plan;
- Uptake of specific measures of the plan;
- Summary of the methodology and results of the travel surveys;
- Whether the TP is meeting its objectives and targets, and if so, the degree to which it is achieving this; and
- Any recommended changes that could be made to the TP and time scales for implementation.

The survey results will be provided to the residents via the yearly TP newsletter and the community noticeboards.

Once the five year survey has been undertaken, a report will be provided to WSCC assessing whether the TP has been successful.

8.5 Enforcement

In the event that the Travel Plan targets have not been achieved or exceeded at Year 5, an action plan containing what needs to be done to ensure the targets are met will be provided within the report. Residential developments in West Sussex that do not meet the targets set out in the Travel Plan are required to offer a second £150 sustainable travel voucher.