



RIDGE

LAND WEST OF GATESMEAD,
HAYWARDS HEATH

FRAMEWORK TRAVEL PLAN

May 2026



FRAMEWORK TRAVEL PLAN

LAND WEST OF GATESMEAD, HAYWARDS HEATH

May 2026

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1 INTRODUCTION AND BACKGROUND

1.1 Type of Travel Plan

- 1.1.1 This Framework Travel Plan (FTP) has been prepared by Ridge & Partners LLP (hereafter 'Ridge') on behalf of Crest Nicholson Operations Ltd (hereafter Crest) to support the full planning application for 49 new homes together with open space and associated infrastructure on land west of Gatesmead in Haywards Heath.
- 1.1.2 This Travel Plan should be read in conjunction with the Transport Assessment submitted with the planning application.

1.2 Contact Details

- 1.2.1 The Travel Plan Coordinator (TPC) will be appointed by Crest and confirmed with the preparation of the Full Travel Plan (FTP), however for the purposes of WSCC's requirement for contact details for planning the following has been provided.

Contact: Jack Ferrai

Email: cnpsl@crestnicholson.com

1.3 Date of Submission

- 1.3.1 August 2026

1.4 Report Structure

- 1.4.1 This chapter forms the introduction. The remaining chapters of this Travel Plan will be structured as follows:
- **Chapter 2** outlines the site context and key characteristics relevant to travel planning.
 - **Chapter 3** explores the opportunities for promoting sustainable travel to and from the site.
 - **Chapter 4** sets out the Travel Plan's objectives and targets for encouraging modal shift.
 - **Chapter 5** details the proposed measures designed to support the achievement of these targets.
 - **Chapter 6** describes the management arrangements for implementing and maintaining the Travel Plan.
 - **Chapter 7** explains the strategy for monitoring progress and reviewing the effectiveness of the Travel Plan over time.

2 SITE DETAILS

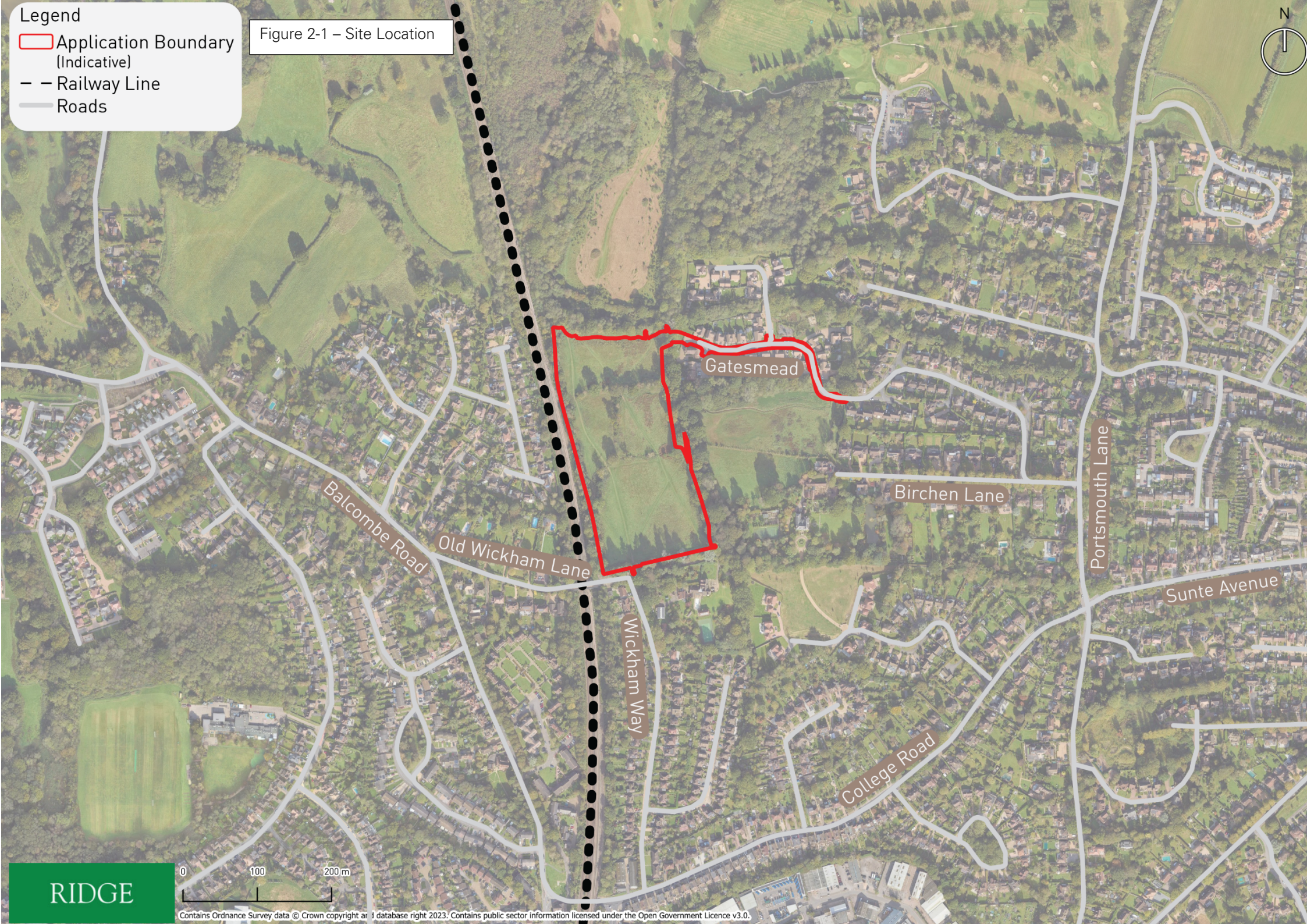
2.1 Overview and Location

- 2.1.1 The development site is located to the west of Gatesmead and north of Old Wickham Lane in Haywards Heath, approximately a 3km north of the centre of the town centre. When built, the site will comprise a residential development on land currently used for agriculture (4.53 hectares).
- 2.1.2 The development site falls within the planning authority of Mid Sussex District Council (MSDC) and the highway authority of West Sussex County Council (WSCC).
- 2.1.3 The Brighton main line runs north-south along the western boundary of the site. Gatesmead (road) is to the northeast of the site and Old Wickham Lane runs east-west along the southern boundary of the site. A plan showing the location of the site is presented in **Figure 2-1**.
- 2.1.4 The masterplan is provided in **Appendix A**, with an extract shown below in **Figure 2-2**.

Legend

- Application Boundary (Indicative)
- - Railway Line
- Roads

Figure 2-1 – Site Location



LAND WEST OF GATESMEAD PLANNING LAYOUT

Figure 2-2 – Emerging Masterplan



2.1.5 The accommodation schedule for the proposal is presented in **Table 2-1**.

Table 2-1 - Accommodation Schedule

UNIT TYPE	PRIVATE UNITS	AFFORDABLE UNITS
1 Bed Houses	-	4
2 Bed Houses	4	6
3 Bed Houses	7	3
4 Bed Houses	11	2
5 Bed Houses	12	-
Sub Total	34	15
Grand Total	49	

2.2 Access to the Site

Pedestrians and Cycle Access to the Site

2.2.1 Pedestrian and cycle access to the site is proposed via four connections to the Public Rights of Way that run along the eastern and southern boundaries, as illustrated in **Figure 2-3**.

Vehicular Access to the Site

2.2.2 Vehicular access to the development is proposed via an extension of Gatesmead, continuing the existing road into the development. A priority-controlled traffic calming feature (shuttle working) is planned at the site entrance to reduce vehicle speeds and improve safety. The location of the vehicular access is shown in **Figure 2-4**.

Legend

- Application boundary
- Vehicular Access
- Pedestrian and cycle access points
- Pedestrian access points
- PRoWs

Figure 2-3 – Access to the Site



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2.3 Parking

Cycle Parking

2.3.1 Cycle parking will be provided based upon WSCC Guidance on Parking and New Developments:

- 1 & 2 bed houses: 1 space
- 3+ bed houses: 2 spaces

2.3.2 Cycle parking provision will generally be provided within the residential dwelling.

Vehicle Parking

2.3.3 Residential car parking standards are set out in West Sussex County Council's Guidance on Parking at New Developments. These standards vary depending on the location, which is categorised into Parking Behaviour Zones. Based on the site's proximity to local services and amenities in both Haywards Heath and Lindfield, it is considered to fall within Zone 3. The car parking requirements for Zone 3 are outlined in the WSCC guidance:

- 1 bed houses: 0.9 spaces per unit
- 2 bed houses: 1.3 spaces per unit
- 3 bed houses: 1.8 spaces per unit
- 4+ bed houses+: 2.5 spaces per unit

2.3.4 In line with WSCC parking guidance, visitor parking should be provided at a rate of 0.2 spaces per dwelling. For this development, this equates to a total of 12 visitor spaces.

2.3.5 Each dwelling will be equipped with one electric vehicle (EV) charging point, in accordance with The Building Regulations 2010 Part S: Infrastructure for Charging Electric Vehicles.

2.3.6 Parking for each residential unit will be provided via private driveways or small communal parking areas located within the site boundary. All parking spaces are positioned close to the entrance of each unit. The overall parking layout is illustrated on the masterplan included in **Appendix A**.

3 SUSTAINABLE TRAVEL OPPORTUNITIES

3.1 Methodology

3.1.1 This section provides a review of the baseline transport conditions around the site in terms of:

- Accessibility to Local Facilities and Services
- Walking and Cycling Infrastructure
- Public Transport Services
- Local Highway Network

3.2 Accessibility to Local Facilities

3.2.1 The site is located within a walking or cycling distance of local leisure, retail, employment, education and health facilities, as shown in **Table 3-1**.

Table 3-1 - Local Facilities

TYPE	FACILITY	DISTANCE (KM)
Community & Leisure	Sunte Avenue Bus Stop	0.53
	College Road Bus Stop	0.55
	Burrell Arms	0.85
	Peckish Cafe	0.85
	Haywards Heath Railway Station	0.9
	Hickmans Lane Recreation Ground	1.0
	Haywards Heath Golf Club	1.4
	Haywards Heath Town Council	1.5
	Borde Hill Garden	1.6
	Natwest Haywards Heath	1.7
	Victoria Park	1.9
	St Pauls Church	2.0
	Lloyds Bank	2.0
	Barclays Bank	2.0

TYPE	FACILITY	DISTANCE (KM)
	HSBC Haywards Heath	2.1
	Yorkshire Building Society	2.1
	Pure Gym Haywards Heath	2.1
	Nationwide Building Society	2.2
	Presentation Church Hall	2.4
Retail & Food	Sainsburys	0.85
	Perrymount Road Post Office	0.9
	Waitrose	1.2
	Marks and Spencer	2.0
Education	Harlands Primary School	0.8
	Elan Day Nursery in Haywards Heath	1.0
	Haywards Heath College	1.2
	Treehoppers Forest Kindergarten	1.5
Health	Nuffield Health Haywards Heath Hospital	0.7
	The Clinic Dental Facial	1.0
	Newton Surgery	1.6
	Kamsons Pharmacy	1.6
	Dolphins Practice	2.2

3.3 Walking and Cycling Opportunities

- 3.3.1 A new footway is proposed from within the site to connect to the circa 2m-wide footway on the north side of Gatesmead. Footways are provided on both sides of Gatesmead for the majority of the length of the road where it connects with Birchen Lane, and then to Portsmouth Lane where a footway is provided at both adjacent to the carriageway.
- 3.3.2 The site is connected to the local Public Rights of Way (PRoW) network as shown in **Figure 3.1**. The site is bound by two PRoW which run along the eastern and southern boundary. These are as follows:
- Eastern boundary = PRoW FP47bCU
 - Southern boundary = PRoW FP46aCU, FP46bCU, FP46cCU and FP47aCU

Legend

Application Boundary

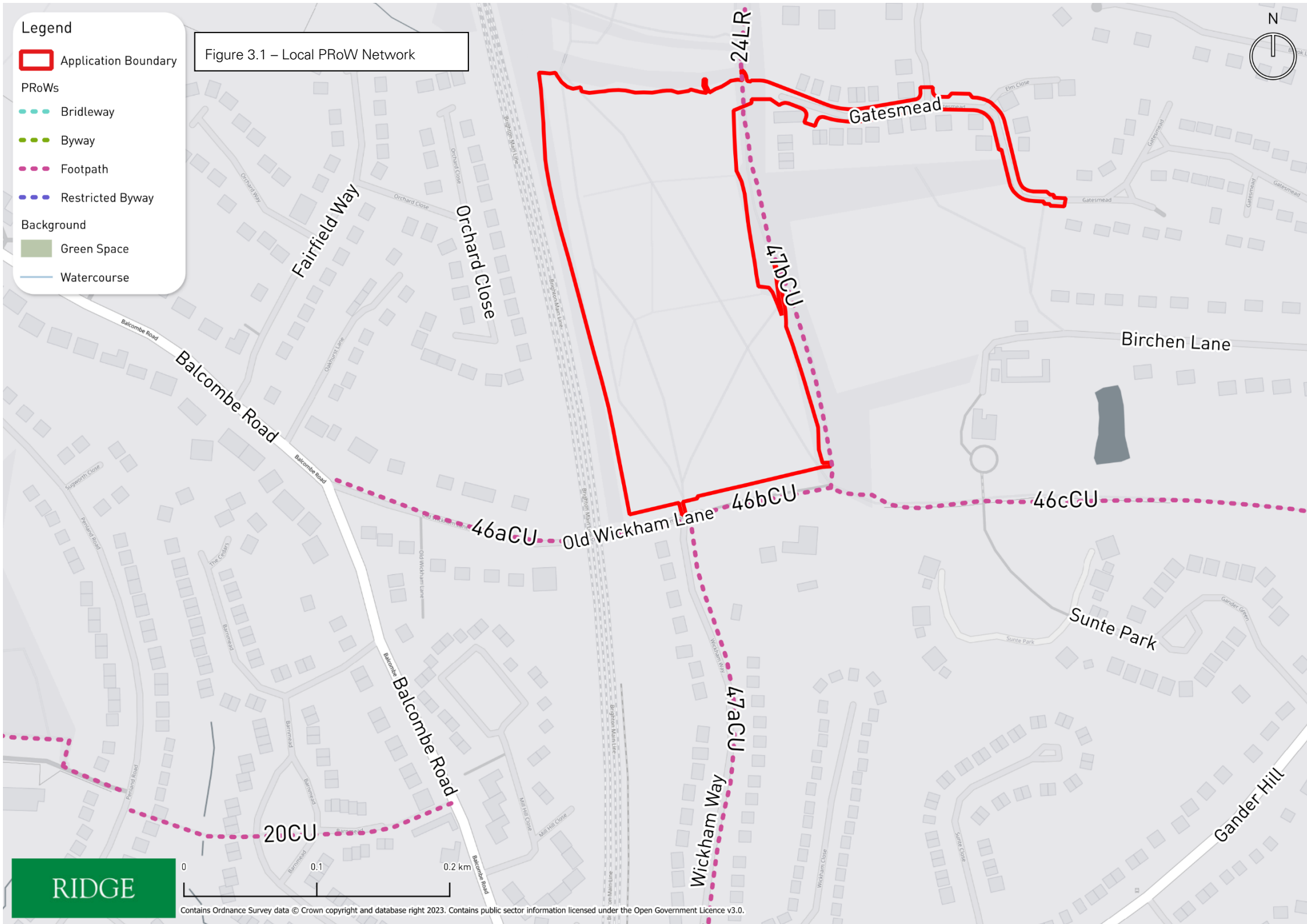
PRoWs

- Bridleway
- Byway
- Footpath
- Restricted Byway

Background

- Green Space
- Watercourse

Figure 3.1 – Local PRoW Network



- 3.3.3 Multiple local cycle routes are located in close proximity to the site within Haywards Heath. The closest route to the site is Route 6 on Balcombe Road. This can be reached within 800m of the site equating to a 10-minute cycle. There are not any National Cycle Network routes in Haywards Heath.
- 3.3.4 **Figures 3.2A** shows the local cycle routes within Haywards Heath identified by Mid Sussex Council.
- 3.3.5 **Figures 3.3A** shows the preferred Local Cycling and Walking Infrastructure Plan preferred network within Haywards Heath.
- 3.3.6 **Figure 3.4** shows the facilities accessible within a 10-minute walking and cycling isochrone.
- 3.3.7 Gatesmead is 30mph and includes traffic calming (build out) 230m east of proposed site access roads. The surrounding area is 30mph, which is conducive to cycling on carriageway.

Legend

 Site Location

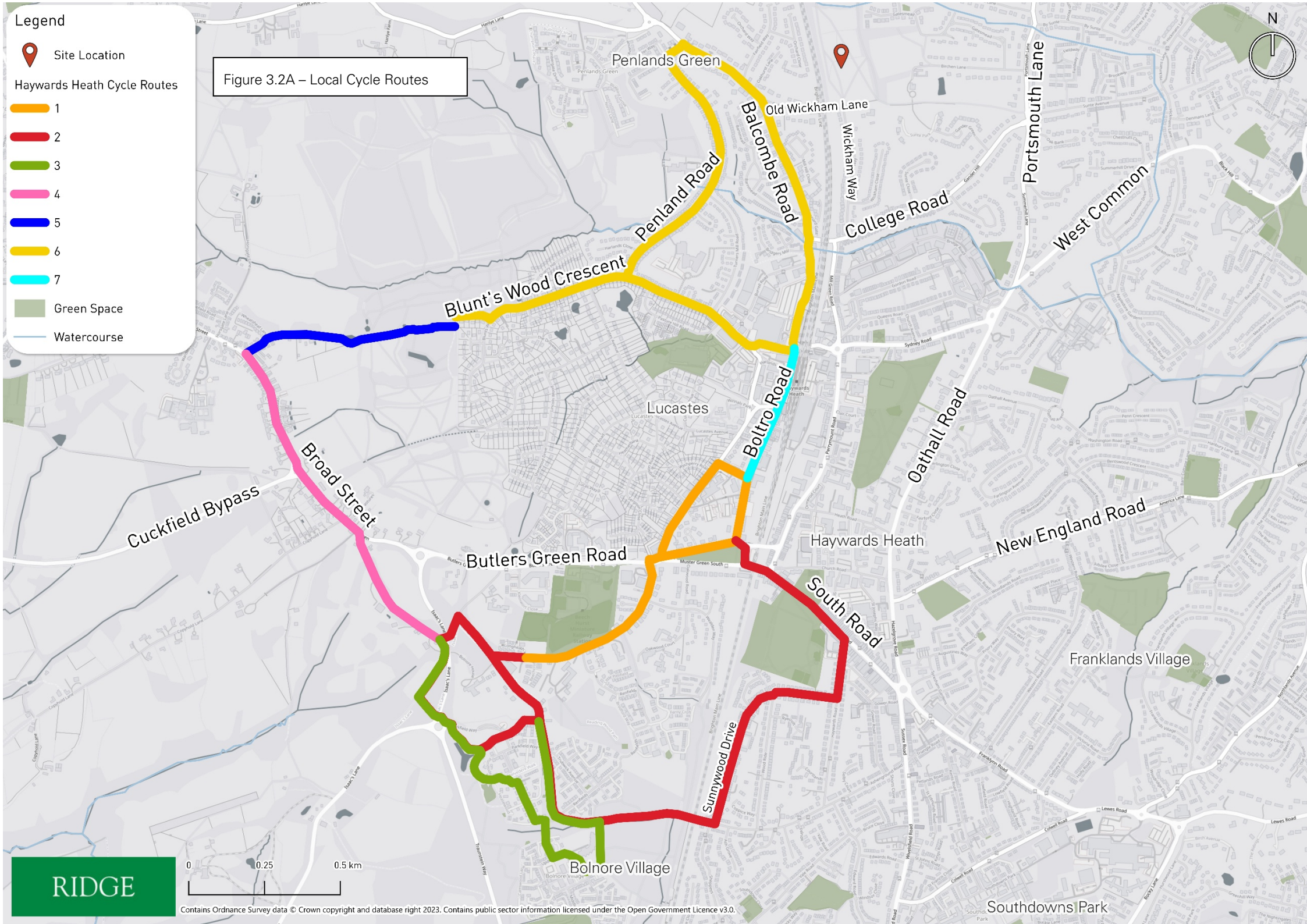
Haywards Heath Cycle Routes

-  1
-  2
-  3
-  4
-  5
-  6
-  7

 Green Space

 Watercourse

Figure 3.2A – Local Cycle Routes



Legend



Site Location

LCWIP Routes

A

B

● C

D

E

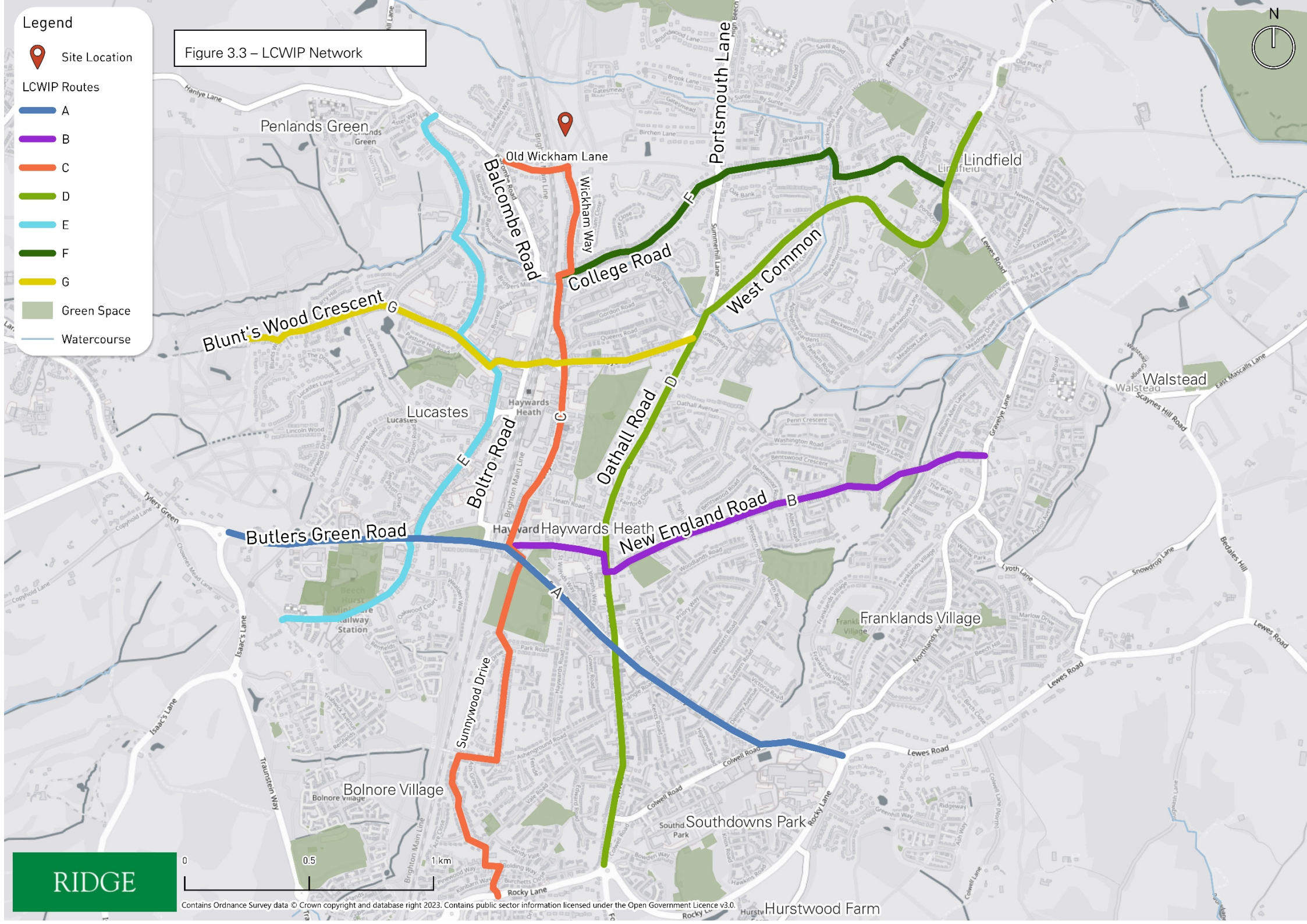
F

G

Green Space

Watercourse

Figure 3.3 – LCWIP Network



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Hurstwood Farm

Legend

 Site Location

Amenities

 ATM

 Bank

 School/College

 Bicycle Parking

 Cafe

 Car Rental

 Childcare/Nursery

 Clinic

 Community Centre

 Dentist

 Hospital

 Library

 Pharmacy

 Place of Worship

 Post Office

 Town Hall

 Venterinary

 Bar/Pub/Restaurant

 Supermarket

 10-minute Walking Isochrone

 15-minute Walking Isochrone

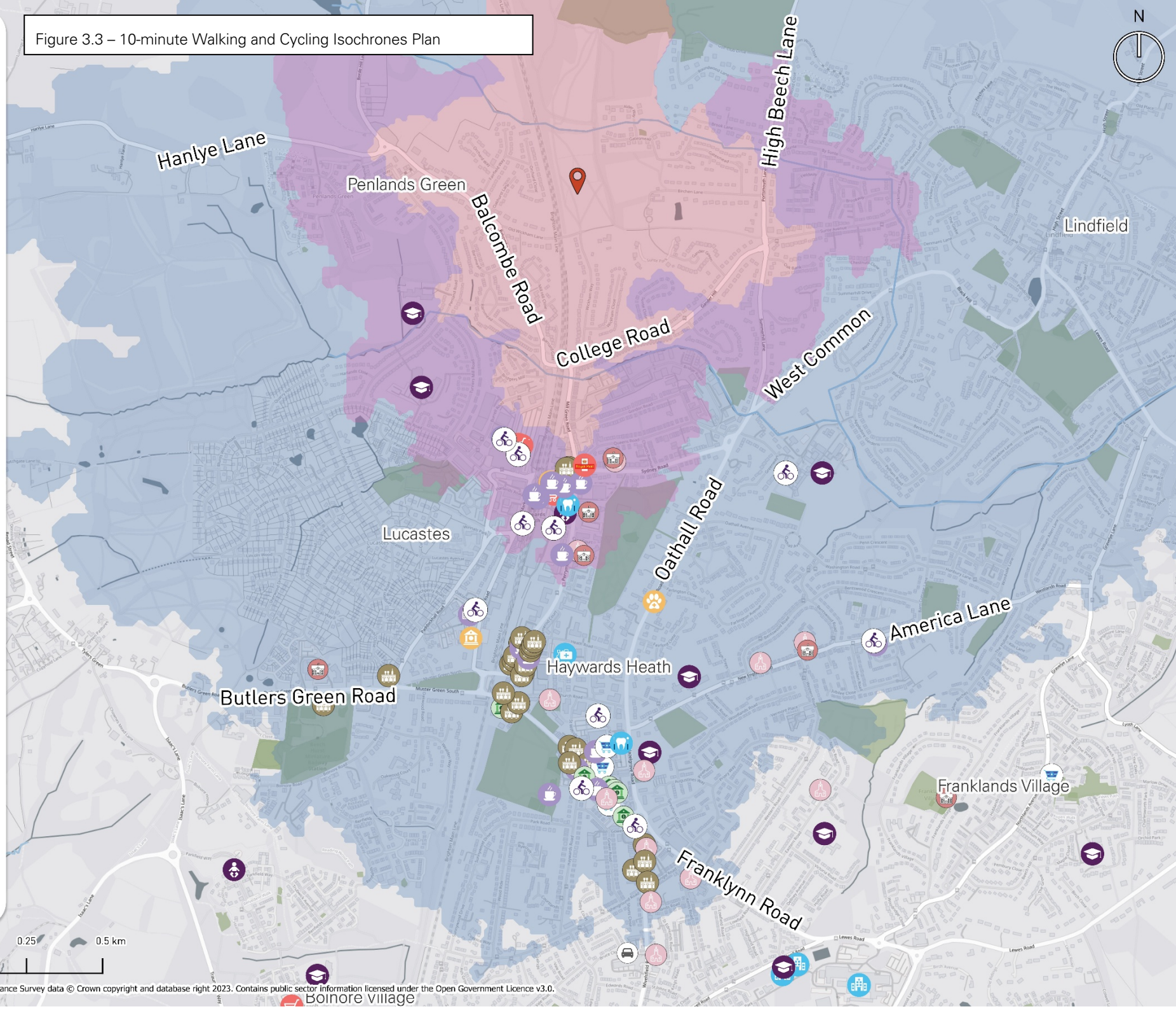
 10-minute Cycling Isochrone

Background

 Green Space

 Watercourse

Figure 3.3 – 10-minute Walking and Cycling Isochrones Plan



3.4 Public Transport Services

Bus Services

- 3.4.1 There two sets of bus stops close to the site on Sunte Avenue and College Road, approximately 550m east and south of the site access location respectively, equating to a circa 8-minute walk.
- 3.4.2 The bus stops on Sunte Avenue and College Road are served by bus services 30 and STP1. Bus Service 31A can be accessed via bus stop on Penland Road.
- 3.4.3 A summary of the services is provided in **Table 3.2** including the route, the approximate weekday service frequency, and the operator of these services.

Table 3.2 – Local Bus Services

BUS NO.	ROUTE	APPROXIMATE WEEKDAY SERVICE FREQUENCY	BUS OPERATOR	NOTES
30	Haywards Heath – Lindfield (Circular)	Hourly	Compass Travel	No Sunday service provided
STP1	Linfield - Haywards Heath – St Pauls Catholic College	Twice daily	Sussex Coaches	School bus service to St Pauls Catholic College. At Sunte Avenue: Pick-up at 07:21 Drop-off at 16:03
31A	Uckfield - Cuckfield	Every 2-hours	Compass Travel	Operates between 08:30 and 17:00
270	East Grinstead Station – Brighton Churchill Square	Hourly	Metrobus	Reduced Sunday service
271	Crawley Bus Station – Royal Sussex County Hospital	Every 2-hours	Metrobus	Reduce weekend service
272	Crawley Bus Station – Royal Sussex County Council (via Crawley Down)	Every 2-hours	Metrobus	No Sunday service provided

- 3.4.4 Bus service STP1 operates as a school service and therefore does not run on weekends.
- 3.4.5 Bus service 30 runs an hourly service on Saturdays from 08:20 to 18:00. There is no service available on Sundays.

- 3.4.6 Bus service 31A operates approximately every two hours between Uckfield and Cuckfield. The service runs during daytime hours only, between around 08:30 and 17:00, with reduced weekend provision.
- 3.4.7 Bus service 270 provides hourly connection between East Grinstead Station and Brighton Churchill square. A reduced service operated on Sundays, with fewer journeys compared to the weekday timetable.
- 3.4.8 Bus service 271 runs approximately every 2 hours between Crawley Bus Station and the Royal Sussex County Hospital. Weekend frequencies are reduced compared to weekdays.
- 3.4.9 Bus service 272 also operates every two hours between Crawley Bus Station and the Royal Sussex County Hospital via Crawley Down. This service does not run on Sundays.
- 3.4.10 A summary of the local bus routes is illustrated in **Figure 3.4**.

Legend

-  Site Location
-  Site Boundary
-  Bus Stops
-  Routes to Bus Stops

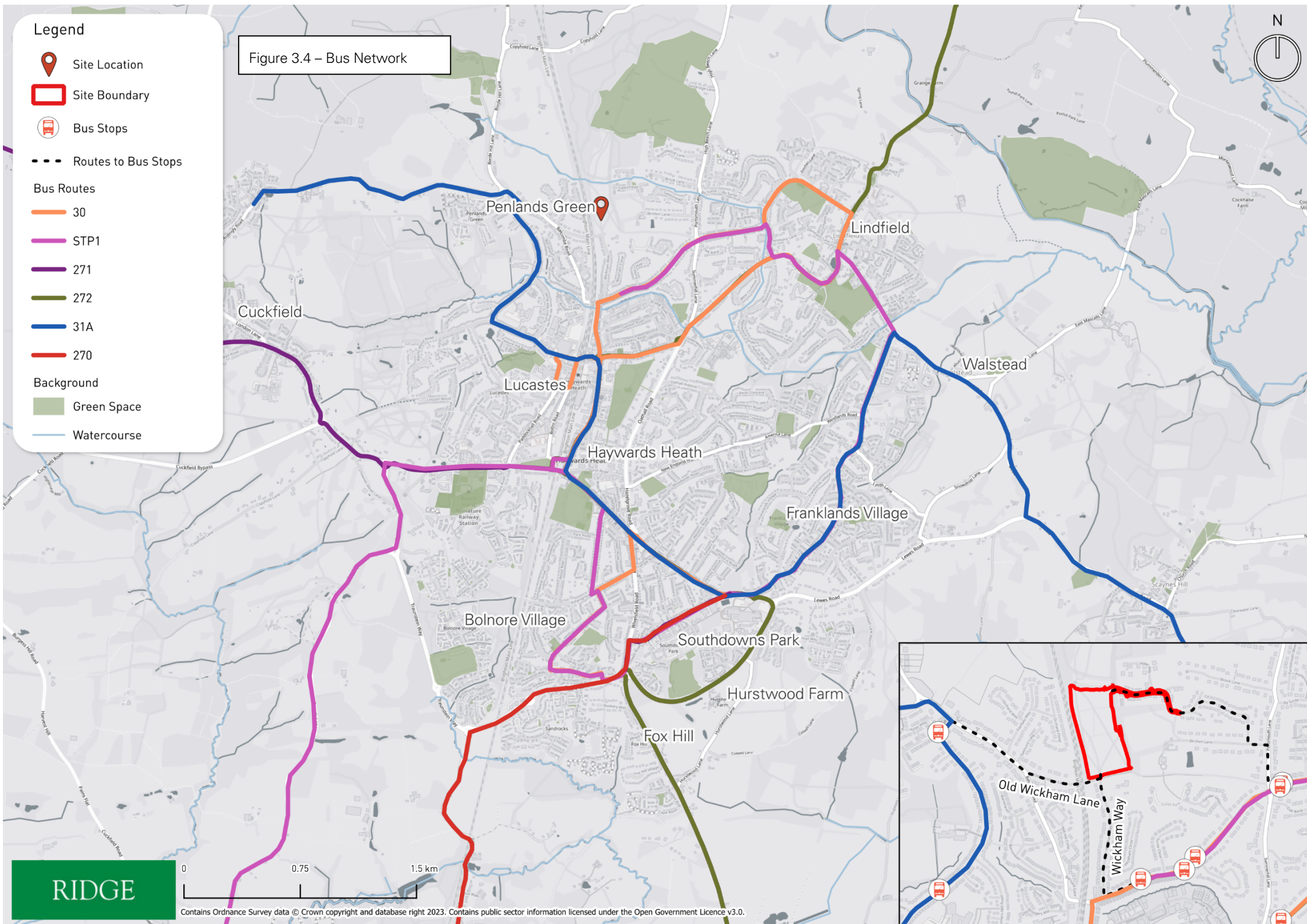
Bus Routes

-  30
-  STP1
-  271
-  272
-  31A
-  270

Background

-  Green Space
-  Watercourse

Figure 3.4 – Bus Network



RIDGE

0 0.75 1.5 km

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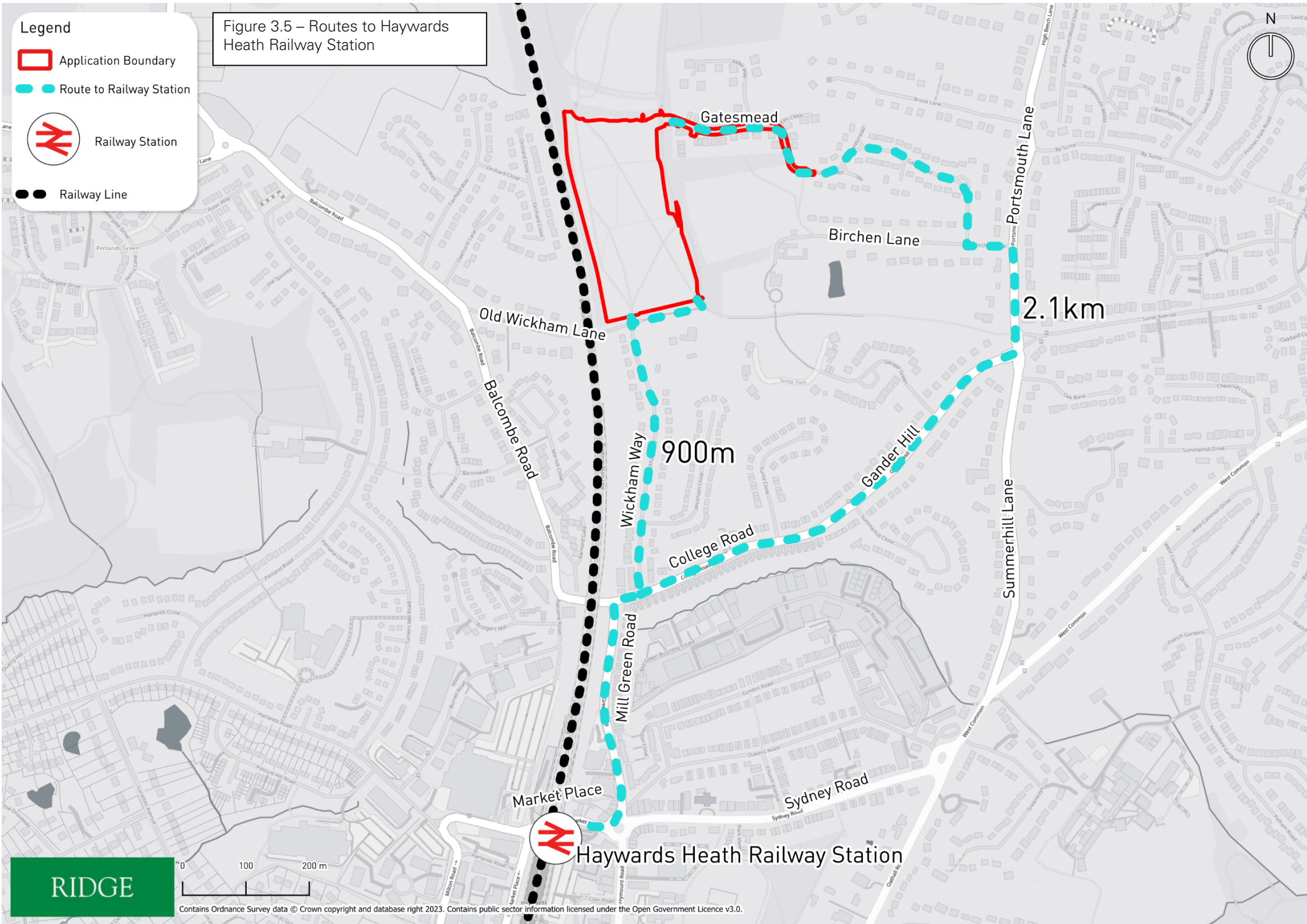
Rail Services

- 3.4.11 Haywards Heath Railway Station is located approximately 900m south of the site. The station can be access via bus service 30 (from bus stops at Sunte Avenue), 13-minute walk or by a 5-minute cycle. This railway station is located along the Brighton Main Line. **Figure 3.5** shows the routes to Haywards Heath Railway Station.

Legend

-  Application Boundary
-  Route to Railway Station
-  Railway Station
-  Railway Line

Figure 3.5 – Routes to Haywards Heath Railway Station



- 3.4.12 A list of key definitions which can be reached by Haywards Heath Railway Station, their approximate frequency during weekdays, and the approximate journey times are summarised in **Table 3.3**.

Table 3.3 – Rail Services from Haywards Heath Railway Station

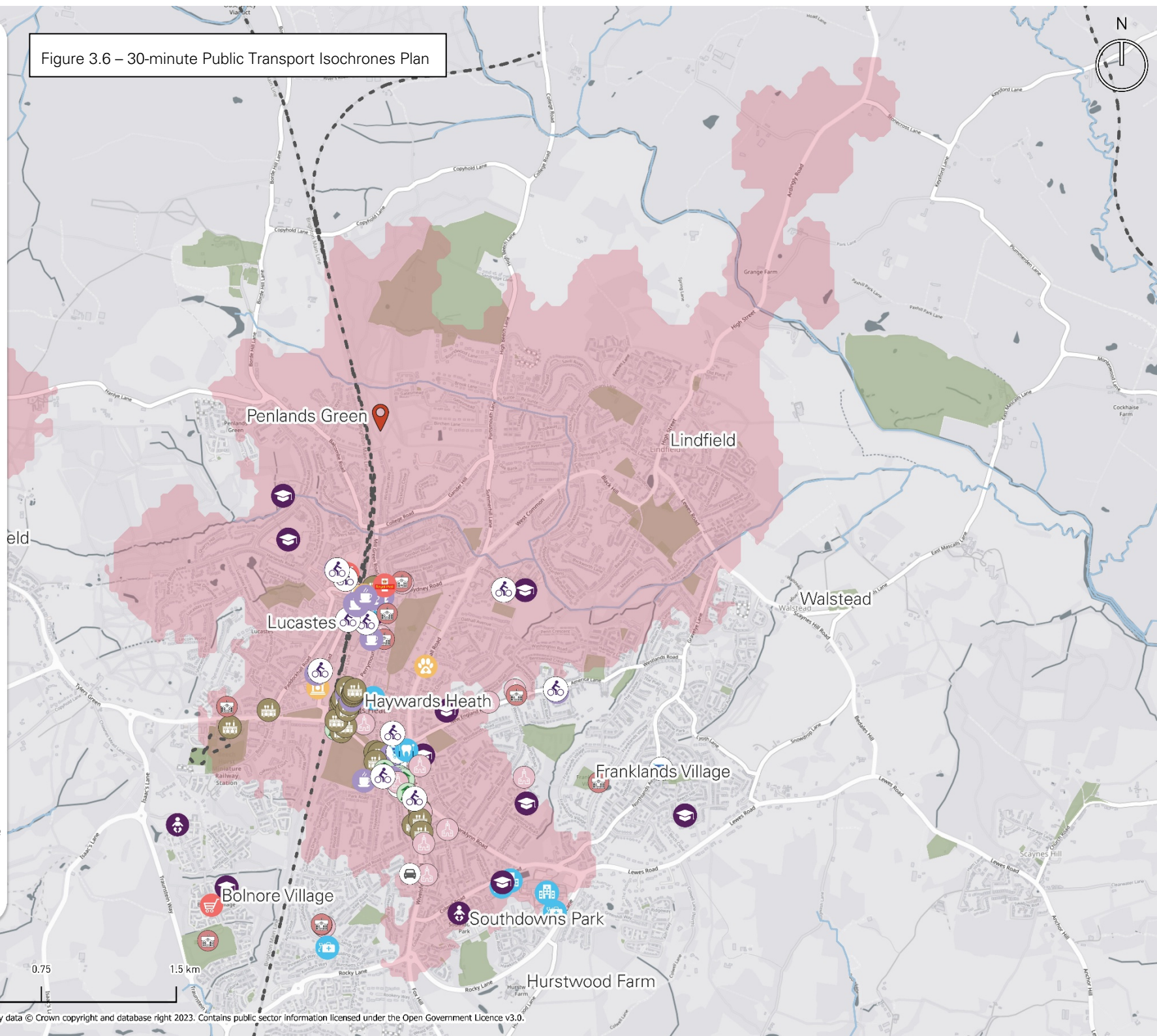
LOCATION	APPROXIMATE WEEKDAY FREQUENCY	APPROXIMATE JOURNEY TIME FROM HAYWARDS HEATH RAILWAY STATION
Burgess Hill	10-minutes	5-minutes
Brighton	15-minutes	20-minutes
London Victoria	15-minutes	45-minutes
Eastbourne	30-minutes	40-minutes
Lewes	30-minutes	20-minutes
Redhill	30-minutes	30-minutes
Crawley	30-minutes	20-minutes (1 change at Three Bridges)
Worthing	30-minutes	35-minutes
Hastings	Hourly	1 hour 20-minutes

- 3.4.13 **Figure 3.6** shows facilities located in the vicinity of the site, including secondary schools, employment and other retail, leisure, health, sports, community and green facilities, that can be reached within a 30-minute public transport journey of the site.

Legend

-  Site Location
- Amenities**
-  ATM
-  Bank
-  School/College
-  Bicycle Parking
-  Cafe
-  Car Rental
-  Childcare/Nursery
-  Clinic
-  Community Centre
-  Dentist
-  Hospital
-  Library
-  Pharmacy
-  Place of Worship
-  Post Office
-  Town Hall
-  Venterinary
-  Bar/Pub/Restaurant
-  Supermarket
-  Railway Station
-  Railway Line
-  30-minute Public Transport Isochrone
- Background**
-  Green Space
-  Watercourse

Figure 3.6 – 30-minute Public Transport Isochrones Plan



3.5 Vehicle Access

- 3.5.1 Vehicular access is proposed from Gatesmead, which links to Portsmouth Lane in the east via Birchen Lane.
- 3.5.2 To the north. Portsmouth Lane becomes High Beeches Lane, which continues towards Ardingly.
- 3.5.3 To the south, Portsmouth Lane becomes Summerhill Lane before joining with the B2028 which in turn links with Lindfield High Street and outlying settlements to the north-east and the town centre and wider highway network to the south-west.
- 3.5.4 The town centre is linked via the B2272 and B2112 to the A272 which forms a bypass to the south and west of the town. The A272 runs east towards town and villages, including Uckfield.
- 3.5.5 To the west, the A272 links with the A273 which runs south towards Burgess Hill, as well as the A23 which links Brighton in the south and London in the north, becoming the M23 between Crawley and the M25.

3.6 Car Share Opportunities

- 3.6.1 WSCC operates an established car share scheme through the Wessex Sussex Car Share platform (westsussexcarshare.com), which forms part of the wider Liftshare.org network. The scheme is free to use and enables local residents and employees to match with others making similar journeys.

4 OBJECTIVES AND TARGETS

4.1 Objectives

4.1.1 The objectives of this Travel Plan are as follows:

- Objective 1: Encourage residents to use sustainable transport modes instead of single-occupancy car travel.
- Objective 2: Minimise the need for travel where possible.
- Objective 3: Promote awareness of the health and environmental benefits associated with active travel and reducing reliance on single-occupancy vehicles

4.2 Targets

4.2.1 Until baseline travel surveys are undertaken, interim targets have been derived from the trip generation forecasts presented in the Transport Assessment, based on a vision-led and transport planning approach:

Table 4-1 - Interim Targets for Maximum Hourly Car and Non-car Travel

Travel Mode	Interim Targets					
	Interim Baseline Mode Share	Year 1 Target	Year 2 Target	Year 3 Target	Year 4 Target	Year 5 Target
Estimated Units Occupied	10	10	30	49	49	49
Car Driver Mode Share	61%	61%	59%	57%	55%	53%
Walk/Cycle/Public Transport/Car Share	4*	4	11	19	20	21
Car Driver	7*	7	16	26	25	24
Total	11*	11	28	45	45	45

*TBC following baseline surveys

4.2.2 Targets will be updated once the baseline surveys are completed.

4.2.3 To establish baseline travel patterns and behaviours, travel questionnaires will be distributed to all households within three months of the site reaching 50% occupancy. Residents will be encouraged to participate, and the survey will gather key information including:

- Place(s) of work

- Usual mode of travel and reason for modal choice
 - Attractiveness of various and sustainable modes
 - Any barriers to walking, cycling and public transport
 - Initiatives that would encourage residents to travel more sustainably
- 4.2.4 The data collected will support analysis to establish final Travel Plan targets. It will also help identify opportunities and barriers to sustainable travel, as well as inform the development of measures aimed at encouraging a shift towards more sustainable modes of transport.
- 4.2.5 The following Travel Plan performance indicators will be reviewed upon receipt of travel survey data to inform the ongoing development and implementation of the Plan:
- Attractiveness of sustainable modes: Including perceived safety in the surrounding area, reliability and quality of public transport services, condition of public realm, and quality of walking and cycling infrastructure.
 - Uptake of alternative modes: Measured through public transport usage, participation in car sharing schemes, and levels of walking and cycling activity.
 - Car ownership and travel behaviour: Including average household car ownership and mode of travel for commuting.
 - Travel Plan awareness: Assessed through residents' understanding of the Travel Plan and awareness of its benefits.
- 4.2.6 Following completion of the baseline travel surveys, mode share data will be monitored to inform the refinement of Travel Plan initiatives. This will enable targeted measures to be introduced that support increased uptake of sustainable travel modes.
- 4.2.7 A Full Travel Plan will be prepared to include targets for approval by WSCC. The targets will be similar to those outlined in **Table 4-1**, which are SMART (Site-specific – Measurable – Achievable – Realistic – Timed).

5 TRAVEL PLAN MEASURES

5.1 Introduction

- 5.1.1 This section outlines the measures to be implemented at the development to support the objectives and targets of the Travel Plan. These measures will be subject to ongoing review and may be adjusted or expanded based on the outcomes of Travel Plan monitoring.
- 5.1.2 Details of the measures to be implemented (or considered for implementation depending on the results of the baseline surveys) are provided below.
- 5.1.3 The proposed measures are designed to encourage a shift in travel behaviour by making sustainable transport options more accessible and appealing. A combination of hard measures (infrastructure improvements) and soft measures (information, engagement, and support) will be used to promote long-term change.

5.2 Measures supporting Objective 1

- 5.2.1 Objective 1 is **‘to encourage residents to use sustainable transport modes instead of single-occupancy car travel’**. Measures that will be implemented or considered in support of this objective are:

Appointment of a Travel Plan Coordinator

- 5.2.2 An interim Travel Plan Coordinator (TPC) contact details have been provided chapter 1. Contact details for the permanent TPC will be provided prior to first occupation. Further information is available in **Section 6**.
- 5.2.3 The TPC will be responsible for managing the Travel Plan and overseeing its day-to-day implementation. Their duties will include promoting the Plan, monitoring progress, and acting as the primary point of contact for residents, stakeholders, and the local authority.

Undertaking Baseline Surveys and Reporting

- 5.2.4 The results of the baseline surveys will inform the final targets of the Travel Plan and may lead to adjustments or additions to the proposed measures.
- 5.2.5 The Travel Plan will be updated to reflect the findings of the baseline surveys. Progress against targets will be monitored and reported annually through formal monitoring reports.

School Travel Arrangements

- 5.2.6 The TPC will investigate possible travel arrangements with local schools and the college within Haywards Heath that have a travel plan in place and are within walking and cycling distance of the site.

Voucher Offer

- 5.2.7 A £150 voucher will be offered to each home, which can be used for:
- a season ticket for the local bus service

- a rail season ticket or network card
- a contribution towards the purchase of a new bicycle and/or equipment
- Bikeability training up to 4 members of the household (further details and course costs are available at <https://www.westsussex.gov.uk/roads-and-travel/road-safety/one-to-one-cycle-training/>)
- 12 months free membership to any local Car Club (including joining fee)

5.3 Provision of Cycle Facilities

- 5.3.1 Cycle parking for both residents and visitors will be provided to support the use of sustainable transport and reduce reliance on car travel within the development. As outlined in Section 2.2, provision will be in accordance with West Sussex County Council's Guidance on Parking at New Developments. The availability of safe and secure cycle parking is expected to encourage greater uptake of cycling among residents.

Improvements to Local Infrastructure

- 5.3.2 The development will deliver several off-site enhancements in response to WSCC's pre-application advice, aimed at improving pedestrian safety, accessibility and wider connectivity:
- 5.3.3 **Pedestrian Route Enhancements** - A package of dropped kerbs and tactile paving upgrades will be delivered along key desire lines, including Gatesmead, Birchen Lane, Portsmouth Lane, Sunte Avenue, and College Road, creating continuous, safe walking routes to nearby bus stops and the railway station.
- 5.3.4 **Public Rights of Way (PROW) Improvements** - The scheme provides an upgraded crossing of FP47bCU at the site access with appropriate surfacing, signage, and graded ramps (1:12 where feasible). A financial contribution will also support WSCC's proposed resurfacing of FP46cCU (approx. 500m) to improve wider east-west pedestrian connectivity.
- 5.3.5 **Access and Highway Safety** - The new site access on Gatesmead will incorporate traffic calming, 20mph design, and visibility to 25m SSD, improving safety for pedestrians, cyclists and vehicles. Associated off-site works will be secured via a Section 278 agreement.

Public Transport Discounts

- 5.3.6 Promoting the use of public transport is an effective way to reduce car dependency, particularly for residents who may not wish to cycle or who need to travel longer distances.
- 5.3.7 Public transport options will be promoted through the Welcome Travel Packs, and the TPC will highlight any available discounts or promotional offers from transport operators, such as the Network Railcard, Friends and Family Railcard, or discounted fares for jobseekers, to encourage uptake.
- 5.3.8 The TPC will also promote the use of real-time travel apps that provide live bus and train arrival information, helping residents to plan their journeys with confidence and convenience.
- 5.3.9 To further support behaviour change, the TPC will explore hosting a promotional event upon completion of the development. This event will target new residents, who may be more open

to adjusting their travel habits, and will showcase the Travel Plan, including available public transport offers and sustainable travel initiatives.

- 5.3.10 Every home will be offered a £150 sustainable travel voucher, alongside wider Travel Plan measures secured through S106, supporting reduced car dependency

Car Sharing

- 5.3.11 Residents will be offered access to the Liftshare platform and WSCC Car Share platform to arrange car sharing. By registering on the website, users can be matched with others making similar journeys. The scheme will be actively promoted by the Travel Plan Coordinator (TPC) and included in the Welcome Pack to encourage participation and reduce single-occupancy car use.

5.4 Measures Supporting Objective 2

- 5.4.1 Objective 2 is **'to minimise the need for travel where possible'**. Measures that will be implemented or considered in support of this objective are:

Support the Installation / Availability of Broadband

- 5.4.2 Broadband connectivity will be provided to enable residents to work from home, participate in virtual meetings, and access online services such as shopping and entertainment.

5.5 Measures Supporting Objective 3

- 5.5.1 Objective 3 is **'to promote awareness of the health and environmental benefits associated with active travel and reducing reliance on single-occupancy vehicles'**. Measures that will be implemented or considered in support of this objective are:

Marketing and Promotional Strategy

- 5.5.2 The TPC will be responsible for the marketing and dissemination of travel-related information across the site for the duration of the Travel Plan. This role is essential in supporting behaviour change and fostering long-term community engagement.

- 5.5.3 The TPC will engage with new residents as early as possible, and each household will receive a Welcome Travel Pack within the first week of moving in. The Welcome Travel Pack will include public transport timetables/routes, promote journey planning resources, provides cycle and walking routes/paths maps.

- 5.5.4 Sales staff responsible for marketing the new homes will receive training in aspects of the Travel Plan. This will enable them to communicate its benefits to prospective buyers, so that potential residents are informed about the site's travel arrangements and sustainable access options from the outset.

Information and Communication

- 5.5.5 Up-to-date public transport information, along with details of Travel Plan initiatives and events, will be displayed in a prominent location within the development, such as community/developer website, a dedicated noticeboard or information stand for easy access for residents.

- 5.5.6 Ongoing promotion of public transport, walking, and cycling as healthy and sustainable travel options will be delivered through an annual Travel Plan Newsletter, produced by the TPC and distributed to all residents via email or post. The newsletter will highlight local and national sustainable travel events (e.g. Bike Week), offer personalised travel planning advice, and provide a direct point of contact for residents with questions or feedback.

Personalised Travel Planning

- 5.5.7 Personalised Travel Planning will be offered to residents upon moving in, coordinated by the TPC. This service will provide tailored travel advice based on individual needs and preferences, delivered through online or in-person meetings, email correspondence, or phone consultations.

5.6 Action Plan

- 5.6.1 An Action Plan setting out the above measures, including timescales for implementation and responsibilities is provided in **Table 5-1**, which can be selected by the TPC depending upon the results of the monitoring and likelihood of success/change.

Table 5-1 – Action Plan

Measure	Timescale	Responsibility
Appoint Travel Plan Coordinator	An interim TPC has been appointed during construction of the development. Contacts of the permanent TPC will be provided prior to occupation of the development.	Crest Nicholson
Prepare and distribute Welcome Packs (to promote measures listed below)	Welcome Packs upon occupation of the development	TPC
Sales staff appointed to market the new dwellings will also be trained in each aspect of the Travel Plan so that they can explain the benefits to prospective purchasers	Upon and during occupation of the development.	TPC
Community/developer website, a dedicated noticeboard or information stand to enable Travel Plan information and public transport discounts to be readily available to all residents	During occupation of the development	TPC
Production of an annual Travel Plan Newsletter to inform residents of Travel Plan news or local sustainable travel events	During occupation of the development	TPC
Personalised Travel Planning	During occupation of the development	TPC
Promotion of discounts offered by public transport operators such as Network Railcards and bus discounts	During and after occupation of the development	TPC

Investigate possible travel arrangements with local schools and the college within Haywards Heath that have a travel plan in place and are within walking and cycling distance of the site.	After occupation of the development	TPC
Each home will be offered a £150 sustainable travel voucher	After occupation of the development	TPC
Promotion of Liftshare to residents to encourage car sharing	During and after occupation of the development	TPC
Undertake Baseline Travel Surveys	After occupation of the development	TPC
Reporting and updating the Travel Plan	After the baseline survey and subsequent monitoring of the Travel Plan	TPC

6 TRAVEL PLAN MANAGEMENT

6.1 Management

- 6.1.1 The management of the Travel Plan will be the responsibility of the Travel Plan Coordinator (TPC).

Role of the TPC

- 6.1.2 The TPC will be responsible for:
- Updating the Full Travel Plan
 - Coordinating the Travel Plan measures, implementation, monitoring and review
 - Coordinating travel planning efforts
 - Liaising with stakeholders about the Travel Plan, proposals and their implementation.
 - Undertaking annual surveys of current travel patterns, in line with the monitoring strategy set out in **Section 7**.
 - Submitting an annual travel plan monitoring report to WSCC upon completion of the baseline travel surveys and subsequent surveys, in line with the monitoring strategy set out in **Section 7**.

6.2 Funding

- 6.2.1 Funding of the Travel Plan will be the responsibility of Crest. Funding is expected to be required for the following:
- Day to day TPC role
 - Conduction of monitoring surveys
 - Preparation of Monitoring Reports
 - Implementation of Travel Plan measures
 - Promotion of sustainable travel by means of marketing, communications, Welcome Travel Pack and events/ campaigns
 - Coordination of monitoring and review process

7 MONITORING AND REVIEW PROCESS

7.1 Monitoring

7.1.1 The proposed monitoring programme is set out in **Table 7-1**.

Table 7-1 - Monitoring

Monitoring		Timescale	Responsibility
Baseline Survey	Multi-modal Trip counts at the site accesses	Within three months of 50% occupation of the development	TPC
	Travel Questionnaire issues to each household		
Baseline Monitoring Report		Following completion of the baseline surveys	TPC
Year 1 Surveys (as per baseline surveys)		Around the anniversary of the baseline surveys	TPC
Year 1 Monitoring Report		Following completion of the Year 1 surveys	TPC
Year 2 Surveys (Multi-modal trip counts at the site accesses only)		Around the second anniversary of the baseline surveys	TPC
Year 2 Monitoring Report		Following completion of the Year 2 surveys	TPC
Year 3 Surveys (as per baseline surveys)		Around the third anniversary of the baseline surveys	TPC
Year 3 Monitoring Report		Following completion of the Year 3 surveys	TPC
Year 4 Surveys (Multi-modal trip counts at the site accesses only)		Around the third anniversary of the baseline surveys	TPC
Year 4 Monitoring Report		Following completion of the Year 3 surveys	TPC
Year 5 Surveys (as per baseline surveys)		Around the third anniversary of the baseline surveys	TPC
Year 5 Monitoring Report		Following completion of the Year 3 surveys	TPC

7.2 Review Process

- 7.2.1 If the initial measures do not prove effective in meeting the Travel Plan targets, and WSCC raises concerns based on monitoring results, an extension to the monitoring period will be discussed and agreed with WSCC.

APPENDIX A MASTERPLAN