



Travel Plan Rev A
Business Park
Gatehouse Lane,
Goddards Green

Bedford Park Developments Ltd

March 25

REPORT CONTROL

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1. EXECUTIVE SUMMARY

- 1.1** This Travel Plan (TP) has been prepared to discharge planning condition no. 20 of permission DM/24/2482 at Gatehouse Hub, Gatehouse Lane, Goddards Green.

"No part of the development shall be first occupied until a Travel Plan has been submitted to and approved in writing by the Local Planning Authority. The Travel Plan once approved shall thereafter be implemented as specified within the approved document. The Travel Plan shall be completed in accordance with the latest guidance and good practice documentation as published by the Department for Transport or as advised by the Highway Authority.

Reason: To encourage and promote sustainable transport and to accord with Policy DP21 of the Mid Sussex District Plan."

- 1.2** This TP has been written in accordance with Local and National guidance on Travel Plans.

- 1.3** This Travel Plan has been prepared to achieve the following aims:

- To encourage employees and visitors to adopt environmentally friendly modes of travel;
- To introduce a package measures that will facilitate travel on sustainable modes to access the site.

- 1.4** In order to achieve these aims the following measures will be provided at the store:

- Provision of information related to walking, cycling and bus routes / timetables;
- Promotion and facilitation of car sharing amongst staff, alongside the provision of detailed travel advice on how to get to and from the site sustainably;
- Staff travel surveys are carried out, and a baseline position will be established.

Travel Plan Co-ordinator _____

Date Plan Activated _____

- 1.5** The contact details for the company responsible for preparing the TP is as follows:

Exigo Project Solutions Ltd

admin@exigoprojectsolutions.co.uk

01924 600560

- 1.6** The details for the owner and developer company responsible for the site is;

Bedford Park Developments / Tenant

2. INTRODUCTION

- 2.1** This TP has been prepared to discharge condition no. 20 in relation to application reference DM/24/2482 at;
- 2.2** The site address is:
Gatehouse Lane,
Goddards Green,
BN6 9LE
- 2.3** This TP has been provided as a direct result of discussions with West Sussex County Council (WSCC), in their role as Local Highway Authority (LHA).
- 2.4** The aims of the Travel Plan seek to reduce single occupancy car trips and promote more sustainable modes of travel.

Site Details

- 2.5** The employment park is supported by an upgraded access arrangement, internal access road, loading/unloading area and a total of 139 no. parking spaces.
- 2.6** Pedestrians access the site via the provided footway leading into the site, linking to Gatehouse Lane.

On Site Facilities

- 2.7** The development is to be supported by a dedicated car park providing a total of 139 no. parking spaces, plus space for service vehicles.
- 2.8** Dedicated car parking is provided for staff, disabled motorists and plug-in ultra-low emission vehicles.
- 2.9** Electric Vehicle Charging (EVC) facilities will be provided for staff, visitors, and service vehicles.
- 2.10** Cycle parking is provided in line with standard, hoops are provided near the building entrance. The cycle parking is covered and secure for both visitors and staff.
- 2.11** The approved Site Layout is included in Appendix B.

Objectives of the Travel Plan Statement

- 2.12** This TPS will act in encouraging staff and visitors to travel to the store by sustainable modes of travel, thereby reducing the number of trips made to and from the site by single occupancy private cars.
- 2.13** The following objectives reflect current national and local Travel Plan guidelines. of this Travel Plan are:
- To reduce the impact and frequency of car travel;
 - To deliver mode shift from single occupancy car journeys to alternative modes;
 - To achieve an inclusive society;
 - To reduce vehicle emissions through taking up alternative transport modes;
 - To improve the health and well-being of employees and visitors.

3. RELEVANT POLICY GUIDELINES

3.1 Table 3.1 sets out a summary of local and national policy requirements, the table then states whether the development is compliant with and achieves the policy requirement and finally why this conclusion was reached.

Policy	Policy Wording	Compliance	Supporting Information
<i>National Planning Policy Framework (NPPF) December 2024</i>			
Para. 114a	"Appropriate opportunities to promote sustainable transport modes can be – or have been – taken up, given the type of development and its location"	Yes	Proposals encourage and facilitate walking and cycling as a means of accessing the site by adequate pedestrian access and providing suitable and convenient cycle storage.
Para. 114b	"safe and suitable access to the site can be achieved for all users"	Yes	The internal layout has been designed to be fully permeable. Section 3 and 6 of this document provides a summary of the access by all modes.
Para. 114c	"the design of streets, parking areas, other transport elements and the content of associated standards reflects current national guidance, including the National Design Guide and the National Model Design Code"	Yes	The internal layout has been designed to be fully permeable. The design of the parking areas reflects the operational requirements of the site and also provide parking for blue badge holders in line with requirements set out in Inclusive Mobility.
Para. 114d	"any significant impacts from the development on the transport network (in terms of capacity and congestion), or on highway safety, can be cost effectively mitigated to an acceptable degree."	Yes	An assessment of the highway impacts has been provided in this document and demonstrates that there are no predicted significant impacts on the transport network or highway safety.
Para 115	"Development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe."	Yes	The proposal uses the new vehicle access arrangement which has been subject to numerous independent audits. Section 8 provides an assessment of the traffic impact and demonstrates that the cumulative residual impact on the road network cannot be considered severe.
<i>West Sussex Transport Plan (WSTP) 2011 – 2026 – Adopted February 2011</i>			
	The WSTP outlines 4 key strategies for maintaining,	Yes	This is an extension to a new and exciting employment site.

	managing, and investing in transport within West Sussex: • Promoting economic growth; • Tackling climate change; • Providing access to services, employment and housing;		It is located close to Burgess Hill so benefits from a walk in and cycle catchment. The combination of the Wellness Centre and the employment uses provides access to employment and services for local residents
	Development proposals will be accessible by all modes of transport, particular by foot or cycle, using the new footway cycleway to Gatehouse Lane. The employment centre will provide ample cycle storage to ensure there are no barriers to people who wish to cycle to the site.	Yes	The site access has been recently enhanced to provide dedicated pedestrian and cycle infrastructure. This proposal builds additional synergy for this existing employment site, albeit enhanced by the most recent application being delivered at present.

Table 3.1 – National and WSCC Policy Assessment.

4. ACCESSIBILITY BY NON-CAR MODES

Accessibility via Non-Car Modes

- 4.1** The site is accessed from Gatehouse Lane via a priority junction. All vehicles and pedestrians access the site using the main vehicular access point. The existing access track is shared with the residential movements related to the dwelling known as the 'Little Shepherds' and the existing industrial estate (the dwelling known as the Little Shepards is currently being replaced). Access to the fields surrounding 'Gothards' is also provided from the track.
- 4.2** The table below summarises all employment-based travel to the site (bounding MSOA) by mode of transport. At the time of the 2021 Census, most travel to the area was undertaken by car, followed by walking, and cycling. The proportion of people travelling by public transport was relatively low.

Mode	Percentage
Walking	8.4%
Cycling	1.8%
Public Transport	11.6%
PTW	0.7%
Car	75.9%
Other	1.4%
Total	100%

Table 3.1 – Mid Sussex 016 Travel to Work Statistics by Method of Transport, 2021 Census

- 4.3** Approximately 22% of residents travelled to work by sustainable modes of travel, showing a propensity for the existing and proposed users of the site to travel via walking, cycling or public transport.
- 4.4** The walk or cycle catchment of the site has been estimated using distance isochrones. The table below summarises the latest usual residential population (2021) within a 2km walk and 5km cycle of the site.

Mode	Distance	Estimated Population
Walking	2km	9241
Cycling	5km	40442

Table 3.2 – Walking and Cycling Catchment

Non-motorised User Audit

- 4.5** Gatehouse Lane provides access to a small number of residential properties, allotments, The Priory, and the development site. Gatehouse Lane is not a through route and therefore traffic using Gatehouse Lane is for access only and traffic levels are expected to be very low.
- 4.6** There are no existing footways flanking Gatehouse Lane, however for most of its length there is a flat verge on either or both sides. Traffic levels are

expected to be very low and there is good forward visibility; there wouldn't therefore be significant barriers to walking and cycling on street along Gatehouse Lane.

Walking

- 4.7** Based on the IHT Guidelines for Providing for journeys on foot (2000) a 2km catchment would be considered a maximum acceptable walking distance to access employment. This catchment includes the vast majority of residential areas to the west of Burgess Hill Town Centre.
- 4.8** Gatehouse Lane provides access to a several off-road routes around Burgess Hill, notably the public bridleway (path 80hu) found on Panodean Lane. This bridleway links to a number of PRow's to the south and following Jane Murray Way, known as the Green Circle network.
- 4.9** The Green Circle network is undergoing significant improvements at present, this combined with sustainable travel enhancements linking to the town centre, contributes to the improvement package amounting to £21.8m.
- 4.10** The green circle route will be widened to a minimum of 3m, with improved drainage and surface to ensure improved utilisation.
- 4.11** A new walking link is also being developed adjacent to the London to Brighton rail line that would provide a walking route to Hassocks.
- 4.12** Gatehouse Lane is accessed from Jane Murray Way via a pedestrian link, supported by an uncontrolled crossing with refuge. The footway continues east towards Burgess Hill, where Gatehouse Lane continues. A footway is provided on the southern side of the carriageway and continues towards the Town Centre and is overlooked by residential dwellings on both sides.

Cycling

- 4.13** A 5km catchment would include all of Burgess Hill and neighbouring villages to the west. There are many low traffic routes for cyclists to use to access the site, alongside the provision of many off-road routes such as the Green Circle.
- 4.14** Gatehouse Lane is suitable for on-street cycling, given low traffic levels and current layout. Gatehouse Lane provides a link to several on and off-street cycle routes in Burgess Hill, making it a viable alternative to the private car.
- 4.15** Given the current layout of Gatehouse Lane, being only accessible from the west, journey times by car or cycle from Burgess Hill would be similar during peak periods.
- 4.16** A new cycle link is also being developed adjacent to the London to Brighton rail line that would provide a cycling route to Hassocks.

Public Transport

- 4.17** The nearest bus stops are found on Jane Murray Way at the eastern extent of Gatehouse Lane. The north and southbound stops are approximately 500m east of the main site access with Gatehouse Lane. The stops provide access to the following services:

- **2** – Balcombe → Handcross → Burgess Hill (community bus);
- **100** – Burgess Hill → Horsham (60-minute frequency).

4.18 Additional stops are reported on Cuckfield Road to the west of the site near to The Sportsman Pub, however, there is no evidence of any infrastructure being provided.

4.19 Burgess Hill and Wivelsfield Train Stations are both around 3.5km east of the site on foot, taking approximately 40-45 minutes. By cycle however, the journey would be around 12 – 15 minutes, making a train / cycle combined trip a viable alternative to the car if travelling from further afield. Trains operated by Southern and Thameslink are accessible from the stations, with more frequent services accessible from Burgess Hill Train Station.

Rail

4.20 Burgess Hill Rail Station is accessible and offers travel to a wide range of destinations. Services are operated by Southern and Thameslink. The railway station is approximately 3km south of the site and is accessible via an 11-minute cycle.

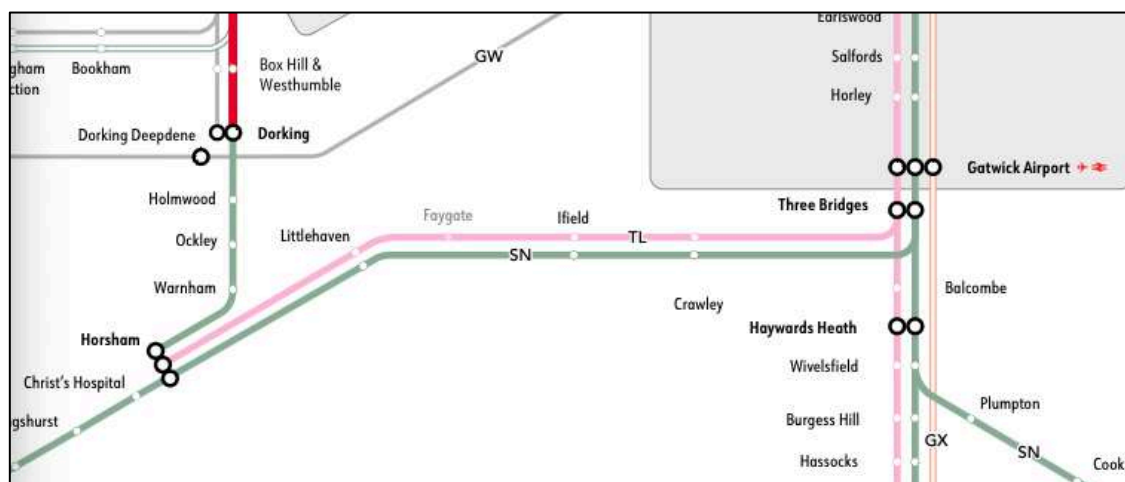


Figure 3.3 – Extract of Southern Railway Live Map (2023)

- 4.21** Overall, the site is accessible by all modes of travel, however it does require walking on lightly trafficked routes.
- 4.22** Gatehouse Lane crosses the A273 for pedestrians and cyclists, this is important as it reduces traffic flow on this route, making the local road network shared space.
- 4.23** Gatehouse Lane differs from the access route as it is significantly wider and provides space for pedestrians and cycles to pass vehicles simultaneously.

Disabled Access

4.24 The proposed Employment Park is to be fully accessible by all people.

Impaired Mobility

4.25 Level and safe access is provided from the car park to the entrance. All footways provided within the site comfortably achieve the minimum

requirement of 1.5 metres for a *"a wheelchair user and ambulant person side by side"*. All footways measure a minimum 2 metres in width.

- 4.26** The parking space is to be laid in accordance with requirements set out in Disability Discrimination Act / Inclusive Mobility and in adopted parking policy, with the larger sized bay allowing ease of access to all parts of the vehicle.
- 4.27** The accessible bays are located along the frontage, with at grade footways allowing level and safe access to the building entrance.
- 4.28** The proposed gradients along routes within the wider site do not exceed a 1:20 gradient, to ensure they are passable by all people. In accordance with Inclusive Mobility Guidance published by the Department for Transport, a maximum gradient of 1 in 12 should not be exceeded.
- 4.29** For staff and visitors accessing the site from outside the site, all crossing points are provided with dropped kerbs so users are at grade with the carriageway. Internal footpaths are linked directly from the adopted highway to building access to allow full permeability from the highway to the entrance.

Impaired Visibility

- 4.30** For staff and visitors with impaired visibility, tactile paving is provided at all crossing points within the site and at existing crossing points away from the site.
- 4.31** All footways provided within the site comfortably achieve the minimum requirement of 1.2 metres for a *"visually impaired person who is being guided"*. Most footways measure at least 2 metres around the building and within wider site.
- 4.32** Suitable lighting is also provided within the car park and covering footpaths to and around the store to ensure full visibility in low light conditions.

5. THE TRAVEL PLAN – OPERATION

- 5.1** This Travel Plan provides the information necessary to encourage sustainable travel in relation to staff and visitors to Gatehouse Hub.
- 5.2** The key element of this Travel Plan is dissemination of information from the business occupiers.
- 5.3** This TP has been provided by the applicant and is correct at the time of printing. Occupiers will be provided with this plan and a member of staff at that company will be advised to keep it updated, the details of this staff member will be passed to WSCC.
- 5.4** Travel Plans are most effective prior to people establishing travel habits and becoming inflexible.

6. TRAVEL PLAN MEASURES

Introduction

- 6.1** This section of the Travel Plan considers the potential for promoting sustainable travel and outlines the specific physical and management measures to be undertaken as part of the Travel Plan.
- 6.2** The implementation of the measures and infrastructure provision, as well as the location is core to the Plan.
- 6.3** As far as possible, the obligations outlined below are designed to be suitable for review and monitoring.
- 6.4** Businesses should sign up with the Travel Green Easit to obtain benefits such as reduced rail fares, bus travel, savings on car hire and access to loan bikes. The following link provides access to this <https://www.easit.org.uk/network/easitMID%20SUSSEX-10>

Infrastructure implemented to Encourage and Facilitate Sustainable Travel

- 6.5** The following elements are to be implemented as part of the construction phase of the proposed development:
- Overlooked and secure cycle parking spaces;
 - Notice Boards installed in staff and customer areas to be updated every 3 months;
 - Charging facilities for Plug-in Ultra Low Emissions vehicles.

Measures to Reduce the Need to Travel

Walking

- 6.6** There is great potential for promoting walking as a means of accessing the development.
- 6.7** In terms of promoting walking as a means of accessing the development, then the following measures will be implemented:
- Displaying information and advice concerning safe pedestrian routes to the site, in a location accessible to staff and visitors;
 - Sustainable travel information will be provided on the occupiers website;
 - A walking group could be set up to encourage pedestrian trips;
 - In the event of an emergency a 'free ride home' may be offered to staff who walk to work.

Cycling

- 6.8** Cycling as a means of accessing the development could be promoted through following measures:
- Displaying information and advice concerning safe cycle routes locally, in a location accessible to staff and visitors;
 - Sustainable travel information will be provided on the occupiers website;

- The TPC will promote national and local cycling initiatives such as National Cycle to Work Day and National Bike Week on the staff noticeboard;
- Explore a Cycle2Work Scheme for staff.

Car sharing

- 6.9** Some visitors would already car share when accessing the proposed development.
- 6.10** For staff however, car sharing represents a relatively convenient alternative form of travel and would be promoted as part of the Travel Plan. This would include promotion of car sharing websites such as www.liftshare.com alongside internal arrangement.
- 6.11** The TP encourages 'mutual assistance' between members of staff living in similar areas by identifying other car sharers who may live reasonably close by to ensure a guaranteed ride home. This will help to reduce concern of being stranded if a lift falls through due to an emergency.
- 6.12** A printed statement will be mounted in staff rooms to increase staff awareness of the opportunity to save on fuel and for staff interested in car sharing will liaise with each other.
- 6.13** Should a significant take up in car sharing amongst staff be realised, then measures to prioritise car sharing spaces within the car park shall be investigated, such as, additional lining and signage. However, in general, staff will be discouraged from using the car park, with alternative modes of transport encouraged.

Public Transport

- 6.14** The occupiers will promote the use of public transport for accessing the development through measures such as:
- Displaying up-to-date details of bus services, including bus stop locations, route information and service frequencies, in a location accessible to staff and visitors;
 - Sustainable travel information will be provided on the occupiers website;
 - Liaise with staff to understand how barriers to bus travel can be addressed.
 - Displaying route disruption notices and alternative routes, when essential maintenance takes place;
 - Provide access to real time information via the internet. A link/QR code to a Live Bus Times website / smart phone application will also be provided;

7. MONITORING AND REVIEW

Actions

- 7.1** A TPC for each tenant will be appointed on site prior to the site becoming operational.
- 7.2** A Welcome Travel Pack will be prepared and distributed to all staff by the TPC for the tenant prior to the site becoming operational. Any new staff will also be provided with the Welcome Travel Pack.
- 7.3** A Travel Poster will be prepared by the Interim TPC and distributed around the building by the TPC for the tenant prior to the site becoming operational.
- 7.4** The Welcome Travel Pack and Travel Poster will be updated by the TPC where required.

Monitoring

- 7.5** The monitoring and review of the travel plan is the responsibility of the TPC.
- 7.6** The monitoring tasks are outlined below:
 - Ongoing monitoring of the level of car usage, both single occupancy and car sharing journeys;
 - Monitor the level of usage of cycle parking;
 - Monitor demand for additional cycle parking for staff;
 - Monitor the use of the car park, notably use of EV charging;
 - Monitor requirement for car sharing;
 - Monitor pedestrian trips;
 - Record comments received from management and from staff and customers / visitors relating to any transport related issues concerning the operation of the site.
- 7.7** Information gathered through the monitoring process will be recorded and used to inform any updates to the Welcome Travel Pack and Travel Poster or travel information displayed around the building or on the website.

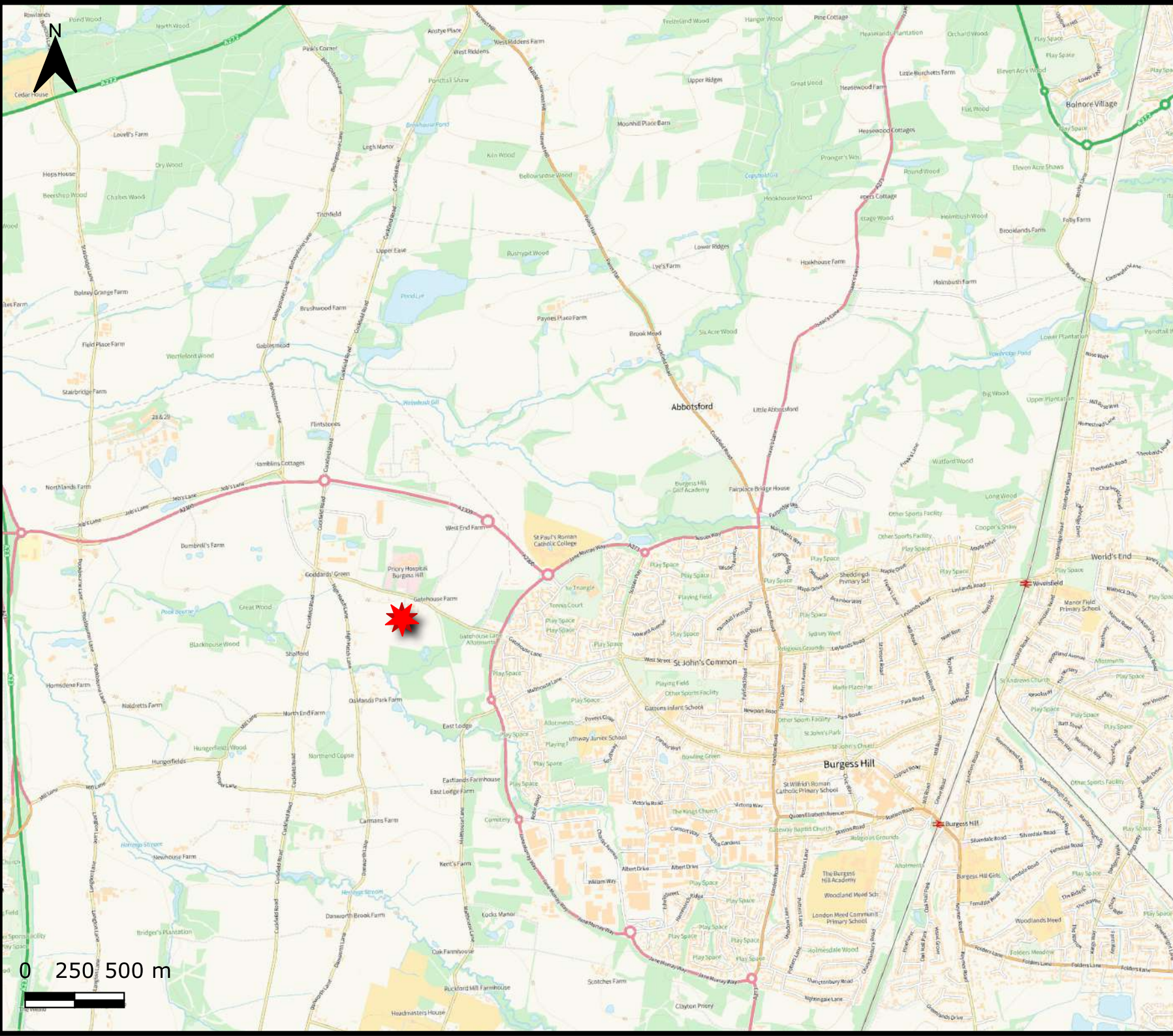
Review

- 7.8** Each year the TPC for the tenant will review the Welcome Travel Pack, Travel Posters and any travel information posted around the building or on the website and update where required.
- 7.9** Employees will be given the chance to offer suggestions and ideas via a suggestion box and /or informal discussions with the TPC.
- 7.10** The TPC for the tenant will identify success of measures and consider improvements or alterations necessary to help further reduce the environmental impact of trips generated by the site.

8. CONCLUSION

- 8.1** This Travel Plan has been prepared in accordance with adopted local and national guidance. It aims to introduce integrated measures to reduce car usage and promote more sustainable forms of travel.
- 8.2** Sustainable travel will be marketed to all staff and visitors through identifying travel alternatives online, in information packs, notice boards and verbally by management.
- 8.3** Staff and visitors will be encouraged to use sustainable transport modes to travel to the site.

Appendix A – Location Plan



Legend

 Farmers Stores

UK OS Open Zoomstack Road

SCHEME	
EMPLOYMENT PARK GODDARDS GREEN	
ON BEHALF OF BEDFORD PARK DEVELOPMENTS	
DRAWING TITLE SITE LOCATION PLAN	
DRAWING REFERENCE T727/GIS/01	REV -
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DATE CREATED 2024-05-31	CHECKED BY CS

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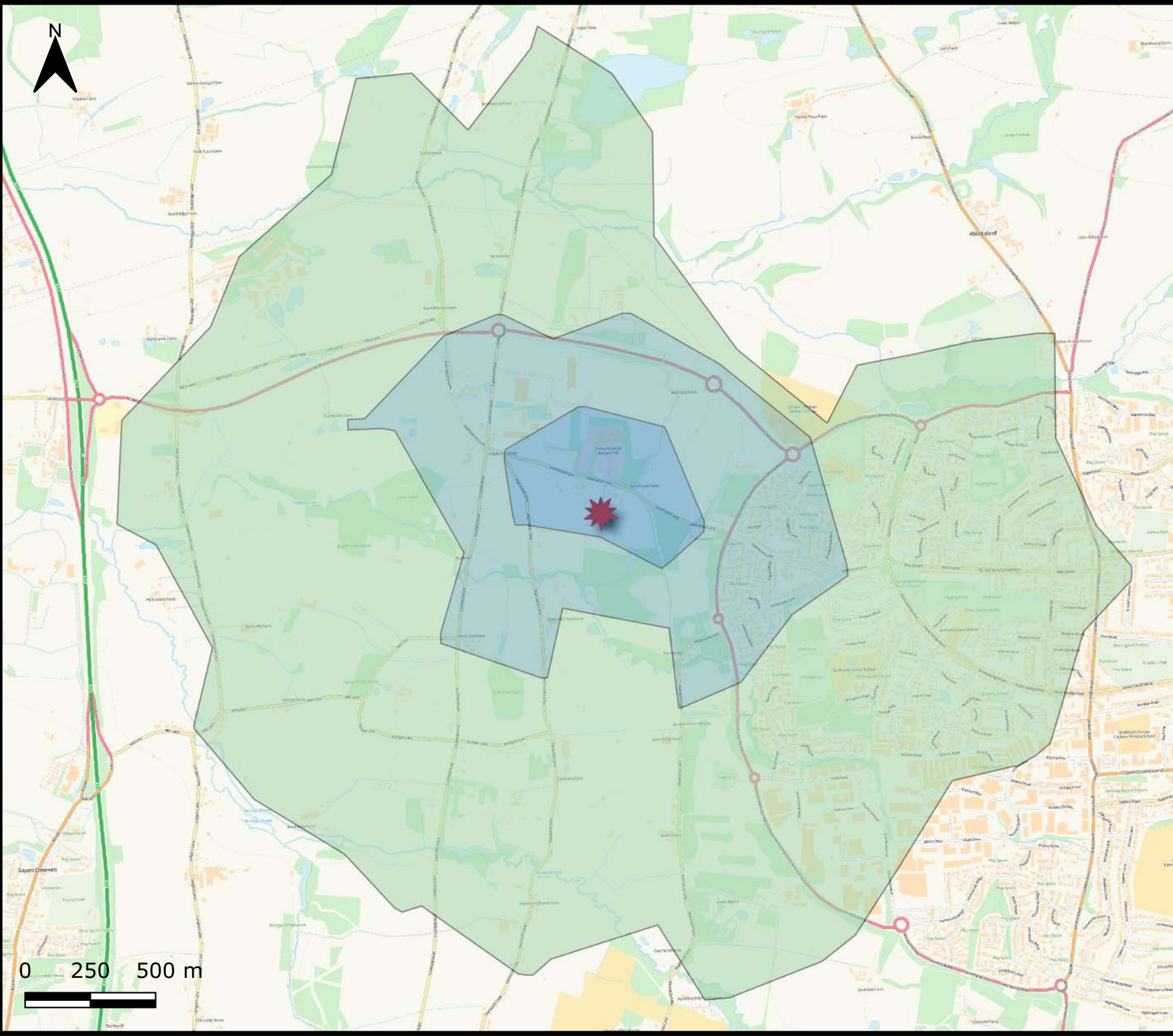


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Appendix B – Walking and Cycle Isochrone



Legend

 Farmers Stores

Walking Catchment

 400 m

 1000 m

 2000 m

UK OS Open Zoomstack Road

SCHEME

Redevelopment of Farmers Stores,
Goddards Green

ON BEHALF OF

Bedford Park Development Ltd

DRAWING TITLE

Walking Assessment

DRAWING REFERENCE

T727/GIS/02

REV

-

SCALE @A4

NTS

DRAWN BY

JA

DATE CREATED

2023-04-12

CHECKED BY

CS

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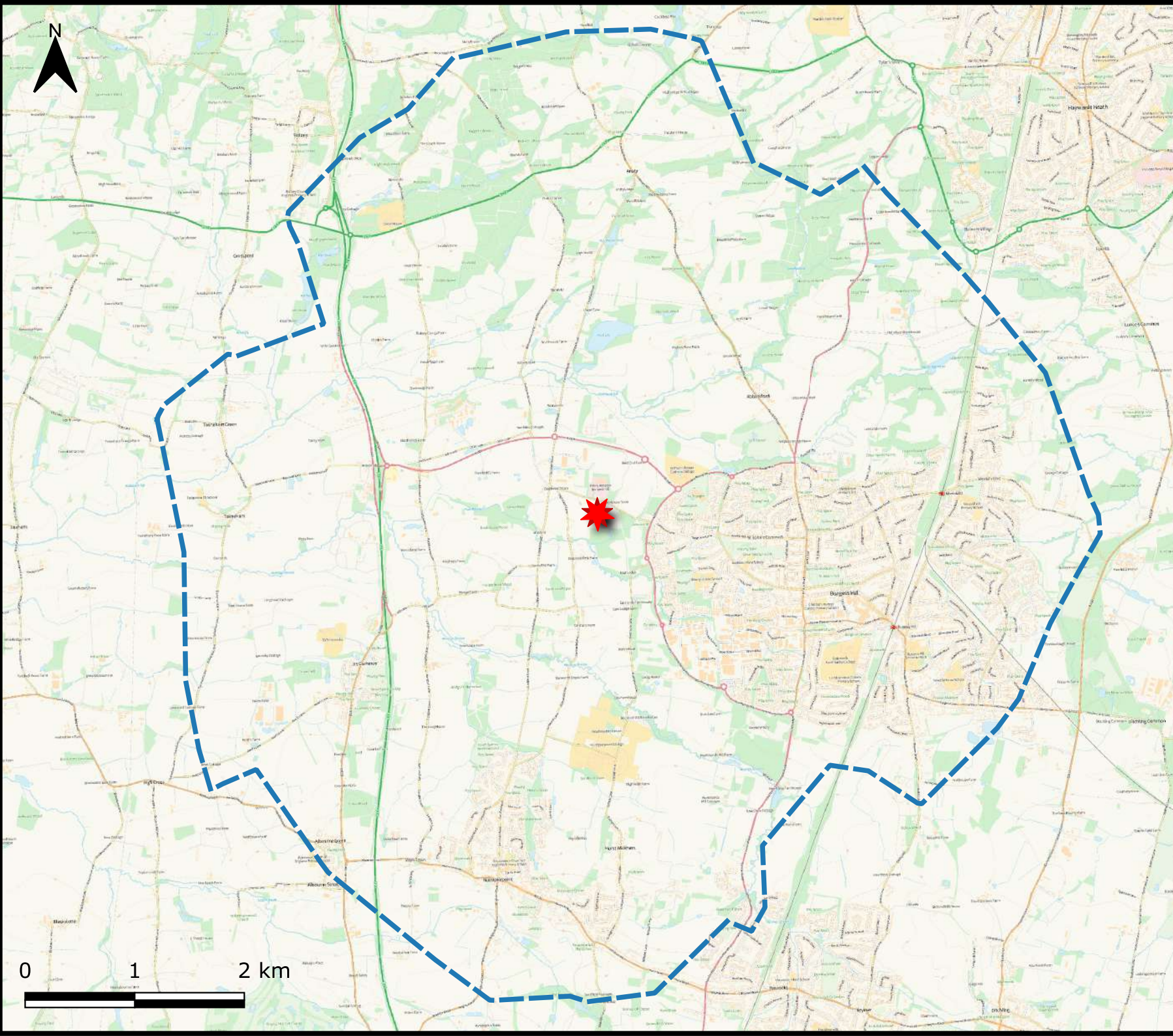
Walking and cycling catchments based on isochrone analysis © Powered by openrouteservice.



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Legend

 Farmers Stores

Cycle Catchment

 5km

UK OS Open Zoomstack Road

SCHEME

Redevelopment of Farmer Stores,
Goddards Green

ON BEHALF OF

Bedford Park Development Ltd

DRAWING TITLE

Cycling Assessment

DRAWING REFERENCE

T727/GIS/03

REV

-

SCALE @A4

NTS

DRAWN BY

JA

DATE CREATED

2023-04-12

CHECKED BY

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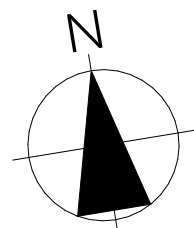


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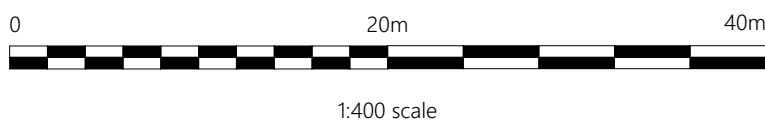
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Appendix C – Proposed Layout



ACCOMMODATION SCHEDULE	
Wellness Centre: 640 sq m (6,888 sq ft)	
Commercial units:	
Unit 20	- 90 sq m (968 sq ft)
Unit 21	- 90 sq m (968 sq ft)
Unit 22	- 90 sq m (968 sq ft)
Unit 23	- 90 sq m (968 sq ft)
Unit 24	- 90 sq m (968 sq ft)
Unit 25	- 90 sq m (968 sq ft)
Unit 26	- 90 sq m (968 sq ft)
Unit 27	- 90 sq m (968 sq ft)
Unit 28	- 90 sq m (968 sq ft)
Unit 29	- 90 sq m (968 sq ft)
Unit 30	- 90 sq m (968 sq ft)
Unit 31	- 90 sq m (968 sq ft)
Unit 32	- 80 sq m (839sq ft)
Unit 33	- 80 sq m (839sq ft)
Unit 34	- 80 sq m (839sq ft)
Unit 35	- 80 sq m (839sq ft)
Unit 36	- 80 sq m (839sq ft)
Unit 37	- 80 sq m (839sq ft)
Unit 38	- 80 sq m (839sq ft)
Site office	- 40 sq m (430 sq ft)
TOTAL	- 2,320 sq m (24,972 sq ft)
Car Parking Provisions	
Wellness Centre:	
Parking =	no.45
Electric Vehicle =	no.2
Disabled =	no.2
Commercial:	
Parking =	no.43
Electric Vehicle =	no.19
Disabled =	no.19
Visitor:	
Parking =	no.6
Disabled =	no.2
Site office:	
Parking =	no.1
Total Parking spaces = no.139	
Cycle Parking Provisions	
Wellness Centre =	
Commercial =	no.16
Visitors =	no.4
Total Cycle spaces = no.26	



I love the freedom,
go where I want,
be my own person



For the cost of one month's petrol, you'd never have to fill up again.



Remember the thrill of getting a brand new bike for Christmas, when you were a child? Relive the moment! Save your petrol money for a month and splash out on the latest model! A new bike doesn't have to break the bank and you can rejuvenate yourself in a matter of weeks. Go on - recapture the free spirit of your childhood - your mind and body will thank you for it!

If you're not going far, forget the car.

Less cars on the road and you're less likely to run into one.



Vehicle flow is the biggest contributor towards road accidents. A fact that you could change quite easily by simply leaving your car at home. Fewer cars on the road would mean fewer accidents. Which could also mean fewer insurance claims. Which could mean cheaper insurance. So next journey you have to make, use public transport, walk or cycle. You could be a lot better off for it.

If you're not going far, forget the car.

Save an average
of £700 a year

Help reduce
CO2 emissions

Meet new work
colleagues



west
sussex
carshare

www.westsussexcarshare.com



TRAVELWISE[®]

Find a quick, quiet,
or balanced route
to your destination.

WEST SUSSEX CYCLE JOURNEY PLANNER

Click on to...

Cycle Journey Planner.
westsussex.gov.uk

- Shows your expected journey time
- Shows the elevation profile of your trip
- You can export data to your GPS device
- You can use it for local journeys or to plan trips anywhere in the UK
- Simple to use and provides turn-by-turn route information in text and map form
- Calculates journey distance, calories burned, and CO₂ saved

www.westsussex.gov.uk/cycling



TRAVELWISE



Adult Cycle Training Courses Now Available!



The County Council's team of cycling instructors can now offer adult cycle training courses up to Bikeability Level 3.

If you'd like to gain the confidence and skills you need to ride on the road, or you would like to improve your road riding skills to an advanced level so that you can manage all traffic conditions, then one of our courses is for you!

- Complete beginner (1 hour)
- Beginner/road riding (1.5 hours)
- Advanced (2 hours)

To book a course or to find out more contact
web: www.westsussex.gov.uk/cycletraining
email: cycle.training@westsussex.gov.uk
phone: **01243 777098**



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