



7th Floor, Regal House – 70 London Road – Twickenham – TW1 3QS

Kingscote Place, East Grinstead

Integrated Retirement Community

Framework Travel Plan

August 2026

A report prepared on behalf of Rangeford East Grinstead Limited

Travel Plan Contact Details:

Barrie Sheppard
Transport Planning & Highway Solutions Ltd
7th Floor, Regal House
70 London Road
TWICKENHAM
TW1 3QS

e-mail: barrie@tphs-ltd.co.uk

Transport Planning & Highway Solutions Limited has prepared this report in accordance with the instructions of their client for their sole and specific use. Any other persons who use any information contained herein do so at their own risk. The use of this report and the contents by the client is strictly under licence from Transport Planning & Highway Solutions Limited.

Contents

1	Introduction.....	1
1.1	Background	1
1.2	Site Location	2
1.3	Proposed Development	3
2	Policy Context	6
2.1	Background	6
2.2	National Policy Review	6
2.3	County Policy Review	7
2.4	Local Policy Review	7
3	Existing Travel Conditions	9
3.1	Existing Pedestrian & Cyclist Environment.....	9
3.2	Existing Public Transport Environment	10
3.3	Existing Highways Environment.....	11
4	Objectives & Targets	12
4.1	Background	12
4.2	Resident Travel Objectives	12
4.3	Staff Travel Objectives	13
4.4	Visitor Travel Objectives.....	13
4.5	Initial Targets.....	14
5	Measures to Achieve Modal Shift.....	16
5.1	Background	16
5.2	Travel Plan Co-ordinator	16
5.3	Travel Plan Steering Group.....	17
5.4	Information Provision & Marketing.....	18
5.5	Walking & Cycling	20
5.6	Public Transport.....	23
5.7	Measures to Minimise Car Use	25

6	Management & Implementation.....	27
6.1	Background	27
6.2	Travel Plan Management	27
6.3	Travel Plan Implementation.....	27
6.4	Implementation Timetable (Action Plan)	28
7	Monitoring & Review.....	30
7.1	Background	30
7.2	Travel Surveys	30
7.3	Review	32

1 Introduction

1.1 Background

1.1.1 This Framework Travel Plan has been prepared by Transport Planning & Highway Solutions (TPHS) on behalf of Rangeford East Grinstead Limited, in relation to development of Land South and West of Imberhorne Upper School, Imberhorne Lane, to bring forward an Integrated Retirement Community comprising 134 residential units (Class C2) with ancillary amenity facilities, as well as associated car parking, scooter / cycle parking and landscaping.

1.1.2 This report supports a Reserved Matters Application (RMA) submission, with outline planning permission issued by Mid Sussex District Council (MSDC) under reference DM/23/2699, dated 23rd December 2025, for the following:

‘Hybrid planning application seeking 1) outline planning permission for a mixed use development comprising up to 550 dwellings (Use Class C3), a care village of up to 150 dwellings (Use Class 2), land for a 2 form entry primary school (including early years provision and special needs education provision), mixed use neighbourhood centre, allotments, landscaping and sustainable urban drainage; and 2) full planning permission for playing fields, new sports pavilion, and running track associated with Imberhorne Secondary School, a Suitable Alternative Natural Greenspace (SANG) with associated car park, access from Imberhorne Lane, internal road to the SANG, pedestrian/cycle link from Imberhorne Lane and associated landscaping and infrastructure.’

1.1.3 This hybrid application was supported by a ‘Draft Travel Plan (September 2023)’, as agreed as part of the scoping discussions with West Sussex County Council and prepared for the residential part of the wider development scheme. Whilst prepared it is considered with regard the Class C3 residential dwellings, there are principles therein that could be considered applicable equally to the Integrated Retirement Community (IRC) to come forward.

1.1.4 Thus, this Framework Travel Plan prepared specifically for the Integrated Retirement Community follows on from the earlier ‘Draft Travel Plan’ prepared at the hybrid application stage, tailored and further developed to continue to act as a ‘live’ document from which further versions are to be developed, such as ahead of any initial occupation of the IRC.

1.1.5 This is to provide confidence to West Sussex County Council (as reviewing highway authority) that the Integrated Retirement Community will come forward with effective travel planning.

1.1.6 TR6 ‘Assessing transport impacts’ of the National Planning Policy Framework (August 2026) lead with:

1. *Development proposals that are likely to generate significant amounts of movement should be supported by:*

- b. A travel plan, which indicates how sustainable transport objectives will be delivered, monitored and managed over time.*

- 1.1.7 This Framework Travel Plan corresponds with the general requirements of a Full Travel Plan as much as is practicable, given that the proposed number of units to come forward within the Integrated Retirement Community would exceed the threshold considered by West Sussex County Council for which a Travel Plan is formally required, this being 80 households or more albeit with direct reference to residential development and linked to earlier guidance.
- 1.1.8 This plan would be applicable to both residents and staff groups within the Integrated Retirement Community at the site.
- 1.1.9 This Framework Travel Plan comes forward with targets corresponding with mode-by-mode trips projections, based on characteristics of both the scheme coming forward and the context of the site location. These would be subsequently appraised against data collected directly from both residents and staff upon occupation. The measures and strategies put forward have been informed by general good practice and guidance, accordingly taking into account the location of the site and the range of travel opportunities to access the site.
- 1.1.10 In preparing this Framework Travel Plan, this puts forward the commitments and recommendations of the scheme promoter to support travel by sustainable modes and the measures to sustain and enhance the choice of travel options for residents at the site, as much as practicable. This Framework Travel Plan considers the following:
- details of the existing accessibility of the site by all travel modes;
 - commitments which can be implemented prior to occupation of the Integrated Retirement Community and based on the travel patterns initially projected;
 - measurements for implementation for each mode and projected typical mode split targets, to both support the use of non-car modes and to support the use of the car sustainably;
 - details of how the measures brought forward in this plan would be implemented, with a timetable for this and the related surveys, monitoring and review.

1.2 Site Location

- 1.2.1 The Integrated Retirement Community scheme area is located on Land South and West of Imberhorne Upper School, Imberhorne Lane, with the corresponding plot area for the scheme being that sitting in the south-west corner of the wider development area. Imberhorne Lane runs directly to the east of the plot and the Worth Way NMU route runs directly to the south of the plot, with fields and wooded space typically to the west.
- 1.2.2 The site sits around 2km to the west of the East Grinstead town centre area, with the area running between the town centre and Imberhorne Lane primarily residential in nature.

- 1.2.3 Vehicular, pedestrian and cycle access of the plot to bring forward the Integrated Retirement Community within the wider development area is to be taken from Imberhorne Lane to the immediate east, with the planned access arrangements coming forward directly from a four-arm roundabout junction between Imberhorne Lane and the development spine road as approved by means of the full planning permission part of the referenced hybrid application.
- 1.2.4 Current public transport access of the area around the IRC site include buses running via the bus stop pair along Garden Wood Road, around a walk of 600m to the east via Chapman's Lane and equivalent to a typical walk time of around 7-8 minutes. Services along this route typically run hourly between Lingfield to the north and Crawley to the west, running via East Grinstead town centre providing practical and convenient access of a range of amenities.
- 1.2.5 Worth Way which can be accessed a similar distance and direction of the site as to the local bus stop pair provides an NMU (non-motorised user) route to and from the area around East Grinstead railway station, with a number of other public right of way (PRoW) routes connecting the area around the site and the East Grinstead urban area running to the east.
- 1.2.6 A plan illustrating the location of the Integrated Retirement Community development plot in the context of the surrounding area is included at **Appendix A**.

1.3 Proposed Development

Background

- 1.3.1 The Integrated Retirement Community scheme proposed would comprise the provision of 134 new-build residential units across nine (9) blocks, including a Central Facility Building, and a series of bungalows and cottages, with these units split between 21 x 1-bed units, 74 x 2-bed units (including 4 x bungalows) and 39 x 3-bed units (including 12 x bungalows / cottages). Each apartment would be M4(2) adaptable.
- 1.3.2 The Central Facility Building (CFB), in addition to including eight residential units, would accommodate ancillary residential amenity facilities, to be available for all site residents, including swimming pool area, restaurant and lounges, as well as facilities for site-based staff.
- 1.3.3 There would be around 34 full-time equivalent (FTE) staff members attached to the proposed Integrated Retirement Community scheme, with typically only half on-site at any one time. There would be three general work shifts to cover the full 24-hour period, with parallel daytime shifts to cover the kitchen and restaurant, housekeeping and maintenance activities.
- 1.3.4 The '*Proposed Site Wide Plan – Level 0*' as prepared by PRP as scheme architects, Drawing Ref. KCP-PRP-ZZ-ZZ-DR-A-20300, is attached for reference and information at **Appendix B**, with this layout illustrating the highway network, footway network and parking arrangements.

Scheme Access

- 1.3.5 The proposed site access arrangements will run from the fourth arm of the roundabout junction, with Imberhorne Lane (North) and Imberhorne Lane (South) and the wider development spine road presenting as the other three arms of the roundabout junction. At the planned limit of public highway along the site access arm the carriageway access width is to be 7.3m and the footway access width along each side by an informal crossing is to be 2m.
- 1.3.6 The proposed site layout brings forward firstly a continuous footway route of 2m in width running east-west from the tie-in with the planned site access arrangements, along the northern side of the main spine road and through to the junction area by the northern end of the Central Facility Building. A footway route of the same width would run along the southern side of the main spine road by the centrally-located external amenity space also.
- 1.3.7 This primary footway route along the northern side of the main spine road runs through to direct building access of the Central Facility Building (CFB) and provides direct connectivity with the footway route running into each of the secondary access ways running off of the main spine road to the north – one to access a series of bungalows and three apartment blocks and one to access a series of bungalows. There is also direct connectivity with an alternative footway route providing access to the same three blocks independent of the cul-de-sac.
- 1.3.8 Along this same core stretch there is a series of raised table informal pedestrian crossings to connect the continuous footway route along the northern side with footway routes running alongside the secondary access ways running off of the main spine road to the south. These latter footway routes provide access of a further number of apartment blocks, typically three via the first secondary access way and two via the second secondary access way.
- 1.3.9 Typically along the secondary access ways the footway route runs continuously along one side of carriageway, with some short stretches along the opposite side of the carriageway where beneficial to support residential access. These secondary footway routes similarly come forward with a consistent width of 2m to maintain the same level of service as elsewhere.
- 1.3.10 A separate footpath route similarly running east-west would be brought forward across the length of the site independent of the carriageway, running between the residential blocks to the south of the main spine road through to the external amenity space and CFB.
- 1.3.11 Similarly, the proposed site layout brings forward firstly a main spine road running east-west from the tie-in with the planned site access arrangements. This primary site road would have a consistent carriageway width of 5.5m and would run firstly for a length of around 125m, between the first access way junction running off of the main spine through to where the main spine changes to a north-south alignment to continue to run alongside the Central Facility Building, along which this same proposed carriageway width would be retained also.
- 1.3.12 Beyond the CFB stretch and along each access way running off of the main spine, the carriageway width is to come forward consistently at 4.8m.

- 1.3.13 The proposed site layout brings forward firstly two cul-de-sacs running off from the main spine road to the north and one cul-de-sac running off from the main spine road to the south, then brings forward secondly an internal loop from and to the main spine road (including again the stretch of access way by the Central Facility Building) from which a further cul-de-sac runs also. Again, these secondary access ways come forward with a consistent width of 4.8m.
- 1.3.14 These secondary routes provide direct vehicular access of the series of residential blocks and bungalows / cottages, including a series of supporting parking courts and parking banks.

Scheme Parking

- 1.3.15 The scheme would come forward with the provision of a total of 134 car parking spaces site-wide for the 134 residential units within the Integrated Retirement Community, with the allocation between spaces for residents, spaces for staff and spaces for visitors to be managed by the scheme operator to allow flexibility to adapt to changing demands amongst these user groups as a balanced strategy reflective of both locational and scheme characteristics.
- 1.3.16 Within this site-wide provision there would be eight (8) spaces designed for use by those with mobility issues. Additionally, all of the site-wide car parking spaces would have the scope for charging access to be brought forward as and when required by the user, with an initial 14 spaces in number (10% of spaces rounded) to be supported with charging point access from the outset – split between 13 standard-sized spaces and 1 larger accessible space.
- 1.3.17 Additionally, the scheme would come forward with an external covered space immediately by each block entrance, other than the Central Facility Building (CFB), for flexible use for cycle parking or mobility scooter parking, with a typical split provision of space across each facility cumulatively facilitating 9-17 cycles and 9-17 scooters – the lower-end provision for one vehicle type corresponding with the upper-end provision for the other vehicle type.
- 1.3.18 There would be also three (3) Sheffield stands, for the parking of six (6) cycles, within the public realm around the CFB fronting onto the access way, typically for use by staff.

2 Policy Context

2.1 Background

- 2.1.1 A Travel Plan is a generic term for a package of measures tailored to meet the needs of individual sites, aimed at promoting more sustainable travel choices and reducing reliance upon the car, and travel plans can be applied to any type of development.
- 2.1.2 A Travel Plan must be specific to a particular development and is crucially not a one-off document but an ongoing live process which grows and develops through time to reflect changes in travel behaviour. As such, the plan would continuously evolve from this tailored Framework Travel Plan prepared in tandem with the Reserved Matters Application scheme, with subsequent review undertaken in the run-up to occupation of the development scheme.

2.2 National Policy Review

- 2.2.1 At the national level the drive for supporting sustainable travel and effective travel planning is brought forward as part of the overarching National Planning Policy Framework. The National Planning Policy Framework sets out the Government's planning policies for England and how these are expected to be applied, reiterating that the purpose of the planning system is to contribute to the achievement of sustainable development.
- 2.2.2 The Ministry of Housing, Communities & Local Government published a revised National Planning Policy Framework in August 2026. This revision considers a number of plan-making policies as they relate to '*Promoting sustainable transport*', leading with Policy TR1 '*Vision-led approach to planning for transport*' which includes the following of relevance to travel planning and links in also with Policy TR3 '*Locating development in sustainable locations*':
 - 'b. *Locating proposed development where it can support sustainable patterns of movement and make effective use of existing or proposed infrastructure...;*
- 2.2.3 Policy TR3 '*Locating development in sustainable locations*', when considering how development 'can support sustainable patterns of movement', sets context that is considered to be relevant to travel planning, including in particular that:
 - a. *Development proposals which could generate a significant amount of movement, in the context of the area within which they would be situated, should be in locations that are sustainable (or which can be made so, taking into account planned improvements, including any provided for as part of the development itself). This means the location should limit the need to travel, particularly by private car, and offer a genuine choice of transport modes for residents and users, unless the nature of the development would make this impractical;*
- 2.2.4 Subsequently, Policy TR6 '*Assessing transport impacts*' sets out at Part 2 therein that:

‘Transport assessments and statements, and travel plans, should reflect the transport vision for the development and the transport strategy for the area in which it is located, and how these are intended to be achieved (including, in the case of travel plans, identifying fallback options if initial measures do not deliver the expected outcomes).’

- 2.2.5 The NPPF, by means of definition, latterly puts forward that a Travel Plan is:

‘A long-term management strategy for an organisation or site that details how agreed sustainable transport objectives are to be delivered, and which is monitored and regularly reviewed.’

2.3 County Policy Review

- 2.3.1 The West Sussex Transport Plan, as adopted in April 2022, presents the County Council’s main policy on transport and sets out how the authority plans to address key challenges relating to the County-wide transport network, with the current plan running through to 2036. The challenge put forward needing to be addressed is as follows:

‘Therefore, the challenge is to enable and accelerate the shift to more sustainable patterns of travel behaviour.’

- 2.3.2 The Transport Plan has set five thematic strategies, these being: Active Travel Strategy, Shared Transport Strategy, Rail Strategy, Access to Gatwick Airport Strategy, Road Network Strategy. These run in parallel to strategies set for each constituent borough, including Mid Sussex.

- 2.3.3 The Transport Plan also presents a series of key issues, including *‘Development and Regeneration Pressures and Opportunities’* for which it is acknowledged that *‘planned development presents opportunities to change and embed more sustainable travel behaviour..., as well as mitigate the transport and environmental impacts of development’*.

- 2.3.4 Against each thematic strategy a number of objectives are set, including Objective 11 which is to *‘reduce the need to travel by car by enabling local living’* and for which promotional initiatives, of which travel planning could be considered to form part, are assessed as contributing positively towards this objective.

2.4 Local Policy Review

- 2.4.1 The Mid Sussex District Plan 2014-2031, as adopted March 2018, provides an overarching policy framework for the borough, setting out a borough-wide vision with supporting objectives and overall strategy ahead of setting a series of policies. The following strategic objectives link with travel planning and have informed also Policy DP21 *‘Transport’* therein.

6. *To ensure that development is accompanied by the necessary infrastructure in the right place at the right time that supports development and sustainable communities. This includes the provision of efficient and sustainable transport network.*

15. *To create places that encourage a healthy and enjoyable lifestyle by the provision of first class cultural and sporting facilities, informal leisure space and the opportunity to walk, cycle or ride to common destinations.*

2.4.2 To support these strategic objectives, Policy DP21 'Transport' includes reference of needing:

'Appropriate opportunities to facilitate and promote the increased use of alternative means of transport to the private car, such as the provision of, and access to, safe and convenient routes for walking, cycling and public transport, including suitable facilities for secure and safe cycle parking, have been fully explored and taken up.'

2.4.3 Similar to the NPPF, Policy DP21 'Transport' also confirms that *'development which generates significant amounts of movements is supported by...a Travel Plan that is effective and demonstrably deliverable'*, with this linking to national Planning Practice Guidance.

3 Existing Travel Conditions

3.1 Existing Pedestrian & Cyclist Environment

- 3.1.1 The planned site access arrangements coming forward as approved by means of the full planning permission part of the earlier hybrid application, this being a four-arm roundabout junction between Imberhorne Lane and the development spine road to the immediate east of the Integrated Retirement Community plot, will include a network of informal crossing facilities across each arm that connect the IRC with the footway route along Imberhorne Lane.
- 3.1.2 The footway route along Imberhorne Lane northwards through to Heathcote Drive around 550m to the north of the site access area runs along or close to the eastern side of the carriageway only, with a footway running along each side of the carriageway northwards from within the vicinity of the Heathcote Drive junction through to the A22 London Road junction.
- 3.1.3 Southwards of the site access area the footway route runs along the eastern side of the carriageway only and then only for a short distance through to Otterbourne Place.
- 3.1.4 A number of public rights of way routes run by or within the vicinity of the Integrated Retirement Community plot, including an east-west bridleway route (ref. EAG-44BEG) which runs to the immediate north and for the majority of the route is formally surfaced and an east-west NMU (non-motorised users) route (The Worth Way) which runs to the immediate south.
- 3.1.5 Current access of the public right of way route to the north is around 90m of the site access area along Imberhorne Lane, a typical walk time of around a minute or so. The stretch running east of Imberhorne Lane forms Chapman's Lane, which connects firstly with Garden Wood Road and access of the local bus services running along this road and then continues eastwards through to Park Road and towards the East Grinstead town centre area.
- 3.1.6 Current access of The Worth Way NMU route is via Chapman's Lane and Garden Wood Road, around a walk of 600m to the east and equivalent to a typical walk time of 7-8 minutes. Eastwards this route runs to and from the area around the East Grinstead railway station initially and the town centre area, whilst further afield and westwards this route runs through to Three Bridges. The Worth Way forms part of National Cycle Network Route 21.
- 3.1.7 Both of these primarily traffic-free routes can be used by pedestrians and cyclists.
- 3.1.8 The Institution of Highways & Transportation (IHT) puts forward a number of acceptable walking distances for a range of trip purposes, including for town centres, commuting and sightseeing, with the latter considered as a proxy for leisure and recreation. For town centres the 'acceptable' walking distance is set at 400m, with a 'preferred maximum' walking distance of 800m, whilst for commuting and sightseeing the 'acceptable' walking distance is set at 1 kilometre, with a 'preferred maximum' walking distance of 2 kilometres.

- 3.1.9 Much of the residential neighbourhood to the east of Imberhorne Lane and along and to the south of Heathcote Drive would be within the 1km ‘*acceptable*’ walking distance for the purpose of local commuting, whilst the town centre area with range of amenities is around the 2km ‘*preferred maximum*’ walking distance for the purpose of leisure and recreation
- 3.1.10 Literature published by Sustrans suggests that whilst definition of an acceptable cycle distance cannot be fixed, a sound guide for a comfortable distance could be up to 5 miles (about 8 kilometres) over a half-hour period; this ties in with the recommended minimum amounts of weekly physical activity of five units of 30 minutes for an adult. This distance is greater than that in the superseded Planning Policy Guidance 13 ‘*Transport*’, which had suggested a travel time practical to cycle regularly being within 15 minutes (or about a distance of 5 kilometres).
- 3.1.11 Within the lesser threshold of five kilometres the cycle catchment would extend eastwards across the full extent of the East Grinstead built-up area within around 3.5km to 4km of the site overall, which includes access of the full range of key local amenities and facilities such as food stores, medical facilities and professional services (such as banks and post office) as well as a number of residential neighbourhoods as may be applicable in terms of staff commuting.
- 3.1.12 Within the upper threshold of eight kilometres, the catchment extends westwards through to Copthorne and northwards through to Lingfield, both further local population centres.

3.2 Existing Public Transport Environment

- 3.2.1 There is currently a single regular bus route operating services via a local bus stop pair accessible within a walking distance of around 600m to the east of the site via Chapman’s Lane and equivalent to a typical walk time of around 7-8 minutes. The bus stop pair is located along Garden Wood Road within the vicinity of the junction with Blount Avenue.
- 3.2.2 Currently, the bus stop for travel in the direction of East Grinstead town centre is supported by a bus stop flag and timetable information, with a narrow paved strip for access from each direction; this bus stop flag also denotes access of the opposite side of the road for bus travelling in the opposite direction towards Crawley.
- 3.2.3 Table 3.1 presents a summary of the local bus route operating within a practical walk distance of the site, reconfirming typical daytime frequency and nearest stop as well as providing a route summary. A copy of the current service timetable is attached at **Appendix C**.

Route No.	Route Summary	Closest Bus Stop	Typical Hourly Freq.
281	Crawley – Three Bridges – Copthorne Village – East Grinstead – Queen Victoria Hosp. - Lingfield	Garden Wood Rd / Blount Avenue	1

Table 3.1: Summary of Local Bus Route

- 3.2.4 On a weekday, the first service from the direction of Crawley typically arrives along Garden Wood Road between 06:45 and 07:00 and the last service in the direction of East Grinstead typically departs along Garden Wood Road between 18:45 and 19:00; the first service from the direction of East Grinstead typically arrives along Garden Wood Road between 06:30 and 06:45 and the last service in the direction of Crawley typically departs along Garden Wood Road between 18:00 and 18:15. On weekdays the service by direction runs typically hourly.
- 3.2.5 On Saturdays services along this route continue to operate hourly typically by direction but with a later start and earlier finish (of no less than an hour at each end of the day), whilst on Sundays services along this route operate every other hour and with only four services typically by direction with a further later start and earlier finish than the weekday services.
- 3.2.6 Typical journey times to and from the local bus stop pair include East Grinstead railway station in around five (5) minutes and East Grinstead town centre in around ten (10) minutes and Crawley town centre and railway station in around forty (40) minutes. By providing connectivity firstly with East Grinstead town centre and further afield with Crawley, the local bus service can be utilised to access the full range of services offered within each town centre, including further professional services as well as a range of retail, leisure and food and drink.

3.3 Existing Highways Environment

- 3.3.1 Imberhorne Lane runs locally between the signal-controlled junction with the A22 London Road around 1.1km to the north of the site access area and the priority junction crossroads with the B2110 Turners Hill Road around 1.8km to the south of the site access area. This route runs as a two-way single carriageway road and is subject to a speed limit of 30mph along the stretch running through the site access area and northwards through to the A22 London Road.
- 3.3.2 The A22 London Road runs south-eastwards through into the East Grinstead town centre and north-westwards initially into Felbridge from and to where the A264 runs east-west to and from the Crawley area. Heathcote Drive / Park Road provide an alternative route corridor to and from the East Grinstead town centre area with the junction between Imberhorne Lane and Heathcote Drive around 550m to the north of the site access area.
- 3.3.3 Car ownership data from the recent 2021 census for the local area surrounding the site (Mid Sussex 004 super output area) suggest around 94% of households have regular access to a car, with this reducing to around 77% amongst flattened households.

4 Objectives & Targets

4.1 Background

4.1.1 In order to ensure the success firstly of the Framework Travel Plan for the Integrated Retirement Community, then any Travel Plan further developed from this framework, objectives must be continued throughout.

4.1.2 This section outlines the overriding aims and objectives of the Framework Travel Plan in support of the development in accordance with policy at all levels, acknowledging and taking into account those first put forward with the travel planning at the hybrid application stage and which stemmed from the following overarching objective:

‘To engage with and encourage both residents and visitors to use more sustainable ways of travelling to / from the development site through more effective promotion of active modes. This will minimise the impact of the development on the surrounding highway network.’

4.1.3 Whilst there are three distinct travel groups, residents, staff and visitors, a number of the objectives would be appropriate for each. There would be, however, some objectives which sit better with one travel group over the other.

4.2 Resident Travel Objectives

4.2.1 Central to the concept of the proposed Integrated Retirement Community is to provide a number of facilities and amenities on-site, which in the first instance could seek to contain a level of tripmaking wholly on-site. To reflect the scope to maintain as much independence in line with general physical and mental health and wellbeing, there would be in parallel interaction with the range of amenities and facilities available within the wider area.

4.2.2 There would be significant scope for the Travel Plan Framework to directly influence the travel patterns of the residents within the scheme and this would be undertaken from the outset through the supporting infrastructure to be brought forward, which includes the facilities for pedestrians and cyclists, as well as encouraging travel by public transport and including the introduction of a site minibuses (or equivalent).

4.2.3 As such, the general objectives for residents of this draft Travel Plan Framework are to:

- increase resident awareness of the advantages and availability of the range of sustainable and active modes of travel and to promote the health and fitness benefits of active travel;
- maximise proportion of day-to-day trips retained on-site in relation to leisure and recreational activities, as well as any other facilities and services to be offered on-site;
- maximise level of cycling and walking, depending upon mobility, through promotion, for those journeys to and from facilities and services within reasonable catchment of the site;

- for journeys to and from those facilities outside of practical cycling and walking catchments for an individual, maximise the level of trips undertaken by public transport (including by dedicated site minibus) through promotion and continued awareness;
- minimise proportion of external trips undertaken by car, in particular trips undertaken by car as a single occupant, and of these to maximise car sharing;
- provide sufficient information and incentives to residents to both promote awareness of and encourage travel to and from the site by sustainable travel modes, to reduce impacts;
- promote healthy and environmentally-friendly lifestyles as part of any discussions with residents relating to travel choice.

4.3 Staff Travel Objectives

4.3.1 There would be significant scope also for the Travel Plan framework to directly influence staff trips. Again, this would be undertaken from the outset through the supporting infrastructure to be brought forward, such as the approach to the allocation of car parking spaces and facilities for cyclists, and the encouraging of travel both by cycle and by public transport.

4.3.2 Additionally, and subsequently, measures would be put in place to provide a full range of travel options for staff, working towards the following objectives to:

- increase staff awareness of the advantages and availability of the range of sustainable and active modes of travel and to promote the health and fitness benefits of active travel;
- maximise level of cycling and walking amongst staff for those within reasonable catchment of the site by each of these corresponding modes;
- for those outside the practical catchments for cycling and walking, maximise proportion of staff trips undertaken by public transport;
- minimise proportion of trips undertaken by car in general, but also as single occupant, and maximise car sharing amongst any residual car-based trips;
- provide sufficient information and incentives to staff to both promote awareness of and encourage travel to and from the site by sustainable travel modes, to reduce impacts;
- promote healthy lifestyles as part of discussions relating to travel choice.

4.4 Visitor Travel Objectives

4.4.1 Visitor trips are those for which there is probably the least scope to directly influence, but there would be measures in place from the outset, again such as the level of car parking to be made available and the promotion of travel by public transport. Whilst the travel objectives for this distinct group continue to reflect those of the other two groups, these would seek to:

- maximise proportion of trips undertaken by public transport, supported by identification of public transport option routes in any promotional material;
- minimise proportion of trips undertaken by car, supported by advance booking system for use of any allocated visitor car parking spaces where possible to do so;
- provide sufficient information to visitors to both promote awareness of and encourage travel to and from the site by sustainable travel modes, to reduce impacts.

4.5 Initial Targets

4.5.1 It is best practice that Travel Plan targets are based on measures brought forward from the analysis of current travel patterns of the actual users to which the Travel Plan relates. As such, it is considered a sound approach that formal targets be set following the first series of surveys once the Integrated Retirement Community becomes operational and with an agreed threshold of occupancy.

4.5.2 There is the scope, however, to continue to set an overarching draft aim target of the Framework Travel Plan in line with that first put forward with the travel planning at the hybrid application stage as the lead, with this being to:

‘Reduce the level of car trips (which will be established following baseline surveys) by 10% as per the WSCC Residential Development Travel Plan guidance’

4.5.3 By setting firstly this draft aim target, this contributes to the setting of SMART (Specific, Measurable, Achievable, Realistic, Timed) targets to support the objectives.

4.5.4 At this stage, the draft aim target is cognisant that particularly with regard staff travel as a result of staff shift patterns there may be a reduced potential to deliver mode shift towards the range of sustainable modes of travel, as public transport (local buses) services and active travel modes are less attractive for many during the early-morning and late-evening hours.

4.5.5 Given this, mode share targets which would be set formally following this first series of surveys will seek to present a separate set of targets each for the resident (with visitors) group and for the staff group to reflect contrasting practical availability and attractiveness of modes.

4.5.6 With regard resident travel, an interim approach of setting site-wide targets has been adopted, with the initial series of indicative site-wide targets presented based upon and expanded from the assessment work undertaken to support the preparation of the RMA Transport Statement and the survey data underpinning this, this being a site-related traffic and person activity survey of the Rangeford Village scheme at Wadswick Green, Corsham.

4.5.7 Based on the developed trips model and the characteristics of the site and surrounding area, the initial interim site-wide mode share targets for residents are presented in Table 4.1, with mode share targets by the end of Year 1 based upon the baseline trips, then moving forward through the monitoring period in line with the travel planning objectives.

	MODE SHARE		
	Year 1	Year 3	Year 5
Car Driver / Car Passenger*	75%	70%	65%
Bus	3%	5%	7%
Cycle	4%	5%	6%
Walk	18%	20%	22%
TOTAL	100%	100%	100%
*Car Driver / Car Passenger Mode Share will be split following first site-wide survey.			

Table 4.1: Summary of Initial Interim Resident Mode Share Targets

- 4.5.8 With regard staff travel, an interim approach of setting site-wide targets has been adopted, with the initial series of indicative site-wide targets based on a review of the ‘*journey to work*’ data from the previous 2011 census to and from a place of work in the local area within which the site sits (Mid Sussex 004), noting that this data set was not replicated in the 2021 census and also is not further disaggregated between sub-areas, as presented in Table 4.2,

	MODE SHARE		
	Year 1	Year 3	Year 5
Car Driver	74%	69%	64%
Car Passenger	6%	6%	6%
Bus / Train	8%	9%	10%
Cycle	2%	4%	5%
Walk	9%	12%	15%
Other	1%	0%	0%
TOTAL	100%	100%	100%

Table 4.2: Summary of Initial Interim Staff Mode Share Targets

- 4.5.9 The site-specific surveys would be undertaken once an agreed level and/or duration of occupation has been reached, by means of an initial travel survey which would collect data relating to the different site groups (residents, staff and visitors). In addition to updating the interim mode share targets for the site as a whole, the format of this initial survey would support disaggregation of targets by site user group additionally.
- 4.5.10 Accordingly, the following section of this Framework Travel Plan, ‘*Measures to Achieve Modal Shift*’, sets out those measures to come forward to support the travel planning objectives, thus could be considered to correspond with a series of detailed action targets.

5 Measures to Achieve Modal Shift

5.1 Background

- 5.1.1 In order to successfully achieve the objectives of this Framework Travel Plan for the Integrated Retirement Community, then any Travel Plan further developed from this framework again specifically for the Integrated Retirement Community, it is important to ensure that measures are set out for all modes and that there is a combination of benefits and disincentives.
- 5.1.2 This section of the Framework Travel Plan outlines a selection of measures which would be implemented in order to encourage sustainable travel to and from the scheme. In general, unless otherwise referenced, these measures would be applicable to all groups.

5.2 Travel Plan Co-ordinator

- 5.2.1 The role of the Travel Plan Co-Ordinator is fundamental to the success of the Framework Travel Plan. The Travel Plan Co-Ordinator (TPC) would be appointed no later than two months prior to any residential occupancy, then notified to representatives of both West Sussex County Council and Mid Sussex District Council in writing within two weeks of appointment, as would any subsequent change to the individual Travel Plan Co-ordinator role.
- 5.2.2 Until any such appointment has been made, TPHS Limited (as author of this Framework Travel Plan) would assume the responsibilities of the TPC with regard to any discussions with the reviewing authorities on behalf of the scheme promoter. The Travel Plan Co-ordinator (TPC) role would be in position for no less than five (5) years from any residential occupancy.
- 5.2.3 The TPC role would typically be brought forward directly from Rangeford as site operator or from a separate Building Management company should such an entity be instead appointed by Rangeford to oversee the day-to-day running on their behalf.
- 5.2.4 As such, the scheme promoter (Rangeford) would appoint the Travel Plan Co-Ordinator, again with this individual to be sourced either directly from this body or from a Building Management company appointed to oversee day-to-day running of the site. The most appropriate person to fill the role would most likely be an employee of the operator, Rangeford, either based on or regularly visiting the site, though this would not preclude the role being assumed by another representative should they be available on a regular basis.
- 5.2.5 The appointment of the Travel Plan Co-Ordinator would not be a stand-alone appointment, but a member of Rangeford staff or other nominated representative assuming an additional role and with the full support of management in terms of the provision of sufficient time and resources to undertake this additional role and responsibility. The TPC would work in conjunction with representatives of West Sussex County Council (and others as required) for the continuing progression, implementation and subsequent management of the Travel Plan.

5.2.6 The TPC would be responsible for further developing, implementing and monitoring the Travel Plan at the Integrated Retirement Community, as well as ensuring that all aspects are fully integrated and co-ordinated to guarantee that the most sustainable travel modes form the basis of the site's travel policy. The role and responsibilities of the TPC would include:

- overseeing the development and implementation of the Framework Travel Plan, taking forward this full version and producing the further versions of this plan accordingly;
- ensuring information is provided to all residents, staff and visitors, including Travel Packs to staff on their day of induction and to residents on introduction to the accommodation
- organising and chairing regular meetings of the Travel Plan Steering Group;
- motivating others to maintain momentum and champion the cause of the Travel Plan;
- preparing digital Travel Information Packs, through a '*Travel Information & Travel Plan*' website, and/or similar literature / multi-media material;
- undertaking personalised travel planning for residents and staff;
- acting as the main point of contact for the Travel Plan and any site-related travel issues;
- monitoring and reviewing, then reporting, as necessary on the Travel Plan and related matters, such as use of the car parking, cycle parking, scooter parking and other facilities;
- liaising with the local highway and planning authorities, as well as other interest groups, including Travel Plan Co-Ordinators of neighbouring sites when in place;
- conducting a series of baseline surveys of resident, staff and visitor travel using an agreed methodology within three months of occupation or when 25% of the units are occupied (whichever is the soonest);
- conducting an annual Travel Survey of resident, staff and visitor travel, followed by preparation of a report, of which a copy is to be issued to no less than West Sussex County Council but also to others (such as Mid Sussex District Council) as requested;
- monitoring the progress of the Travel Plan in place towards its set targets and to identify and take appropriate action to ensure that targets can continue to be met;
- implementing and promoting sustainable transport measures to encourage use of the full range of travel modes and particularly to reduce the number of car-based trips;
- liaising with Facilities Management (or equivalent) in relation to managing servicing;
- being responsible for keeping the Travel Plan (and all related material) up-to-date and to keep up-to-date themselves with changing issues and initiatives relating to travel; and
- being aware of local travel initiatives and promotions, increasing the awareness of others with regard their engagement and uptake of sustainable travel options.

5.2.7 All costs associated with the undertaking of the TPC role would be fully funded by the scheme promoter, Rangeford, in support of the development and implementation of the Travel Plan.

5.3 Travel Plan Steering Group

5.3.1 A Travel Plan Steering Group would be set up to provide support to the Travel Plan Co-Ordinator and to allow staff and residents to become involved in the development of the Travel Plan Framework. A representative from each of West Sussex County Council and Mid Sussex District Council would be invited to join to ensure collaborative working.

- 5.3.2 This would be initiated in the first instance three months after initial operation and occupation or when an occupation threshold of 25% of the units has been reached, whichever soonest. Should there not be interest at that stage, the setting up would be reviewed annually.
- 5.3.3 The Travel Plan Steering Group would be used to discuss the feedback on the implemented measures and to raise awareness of travel planning across the scheme. The Steering Group would allow for momentum to be maintained, since the development of a Travel Plan is a dynamic process and not simply the one-off production of a document.
- 5.3.4 Membership to the Steering Group would be open to all staff and residents. Details of all the meetings would be advertised and undertaken at a convenient time to ensure that all who wish to are able to attend. The Travel Plan Co-Ordinator would also extend the invitation for attendance to representatives of West Sussex County Council and Mid Sussex District Council, as well as other local organisations associated with the Travel Plan, as appropriate.

5.4 Information Provision & Marketing

- 5.4.1 Information provision is recognised as being of central importance. As such, information about travel planning at the scheme would be distributed to residents in a number of ways:
- initial scheme marketing literature to promote the sustainable travel opportunities, developed by the TPC and co-ordinated with the scheme promoter management team;
 - sales staff to be made aware of the travel planning for the scheme, to allow these individuals to promote the key principles and objectives to prospective residents;
 - ‘*Travel Plan*’ website prepared prior to occupation as a digital online ‘*Travel Information Pack*’, with details of this notified to each new household and each new staff member at initial engagement, then maintained to provide up-to-date information;
 - personalised journey planning by the TPC, primarily for staff but also offered to residents, and with general assistance from any other on-site occasional staff on an ad-hoc basis;
 - media promotional material including availability of travel timetables, recommended cycling and walking routes, journey planners and facilities maps, and information about the on-site parking management strategy and on-site delivery and servicing arrangements;
 - verbal induction at start of employment for staff to include outlining of the Travel Plan;
 - travel notice board and/or equivalent multi-media display to be displayed prominently in main building reception area, with information to be available via reception staff also;
 - secondary information boards to be provided within each of the residential block foyers and the staff communal area;
 - regular updates on the Travel Plan and related travel matters to be provided to all staff and residents via the range of information media; and
 - support for and links to national sustainable travel events.
- 5.4.2 The TPC would ensure methods of communication are continually updated and maintained.

- 5.4.3 All marketing material would emphasise sustainability. Upon employment, all new staff would be provided with access to the *'Travel Information Pack'* outlining the Travel Plan, including both the range of measures available and the core objectives and targets of the Travel Plan. This information pack would also confirm the contact details of the Travel Plan Co-ordinator.
- 5.4.4 The *'Travel Information Pack'* would outline to staff their travel options, supported by provision of local bus timetables (and rail timetables for onward connections), maps (including plans to show facilities within walking and cycling distance), details of any taxi / minibus / car sharing services available and how to access these, other printed literature and web links / contact details which can be used to obtain further information.
- 5.4.5 The *'Travel Information Pack'* would be provided to staff no later than on their induction day, but typically prior to their first day of employment on site so that travel choices are provided in advance so that sustainable travel by this user group would be encouraged from the outset.
- 5.4.6 Similarly, the *'Travel Information Pack'* would be provided to residents no later than on introduction to the accommodation, but typically prior to occupation (and potentially as part of any prospective residency discussions) so again that travel choices are provided in advance so that sustainable travel by this user group would be encouraged from the outset.
- 5.4.7 This digital online *'Travel Information Pack'* would be available also to all new staff and residents moving forward from initial operation and occupation also, so ensuring that travel planning continues to form a key part of the management of the site as site personnel change.
- 5.4.8 This online website tool would include a message from the Travel Plan Co-ordinator providing information about the Travel Plan and key contact information, access to copies of local travel timetables and maps, local area maps with facilities highlighted and journey planner tools.
- 5.4.9 The scheme's *'Travel Information Pack'* website would be developed and launched prior to initial operation and occupation, then regularly updated to ensure all information made available via this medium is up-to-date and that staff and residents are aware of all travel planning aspects from the outset and then continually.
- 5.4.10 Development and availability of such a digital *'Travel Information Pack'* from the outset and then maintained is a key tool of the Travel Plan for the scheme, as it can ensure that all site groups (residents, staff, visitors) have access to relevant and up-to-date travel information.
- 5.4.11 In order to promote the start of the Travel Plan, the Travel Plan Co-ordinator, alongside the Travel Plan Steering Group, would implement a Travel Plan Launch event, which would take place within two weeks of the initial occupation reaching the 25% threshold or of three months of the initial operation, whichever is the sooner. This launch event would include a combination of a travel planning stall giving away travel information material and promotion of the website, with the group encouraged to identify areas of promotion specific to the site.

- 5.4.12 After the Travel Plan launch event it is important to ensure that the travel planning measures and initiatives are kept in people's minds. As such, the Travel Plan Co-ordinator would provide regular updates via the '*Travel Information Pack*' website, which from inception and then ongoing would provide a feedback facility for staff and residents to make comments.
- 5.4.13 With regard to the notice board(s) and/or equivalent multi-media display(s), the Travel Plan Co-ordinator would ensure that these are regularly updated, with the information including details and maps showing existing bus stops / routes, key cycling and walking routes, and the location of nearby key services and amenities. Links to key travel and journey planning websites would also be included within the information boards. Similar information would also be available through the '*Travel Information Pack*' website.
- 5.4.14 These notice boards and/or equivalent multi-media displays would be installed prior to initial occupation by the Building Management or on their behalf by the works contractor.
- 5.4.15 With regard to the personalised travel planning, this would be provided as a matter of course by the TPC for staff members on a one-to-one basis, with this targeted to be undertaken either leading up to commencement of employment or shortly after commencement at the site. This session would inform the staff member of their travel options, bespoke to their home location and known circumstances, with the session demonstrating in particular the practical alternatives on an individual basis to travel by car.
- 5.4.16 The offer of personalised travel planning would be promoted within the initial release of the '*Travel Information*' website and would involve a one-to-one or group session with the Travel Plan Co-ordinator (or designated representative) who would talk through the Travel Plan measures which have been put in place and then provide details on the best way for the individual or group to undertake their key journeys as discussed.
- 5.4.17 Whilst targeted primarily for site-based staff, there would be no preclusion of this service of personalised travel planning being offered to residents, particularly by means of groups.

5.5 Walking & Cycling

- 5.5.1 Walking can be a core sustainable mode of travel to be promoted in terms of day-to-day site access given the routes available within the vicinity of the site and running to and from both the town centre area and wider area of East Grinstead. It will be promoted with regard work-based travel for staff and leisure and recreational activity for residents, as well as within the context of accessing the local bus services and public transport connections further afield.
- 5.5.2 In order to support and encourage people to undertake journeys by foot, local area maps are to be made available to staff and residents by the Travel Plan Co-ordinator through the information available via the '*Travel Information Pack*' website from launch and larger maps on site notice board(s), highlighting local walking routes and features. Such local features to be identified will include the local bus stop pair and the network of public rights of way.

- 5.5.3 The Travel Plan Co-ordinator would liaise with both West Sussex County Council and Mid Sussex District Council representatives, as appropriate, to notify of any need to undertake upkeep works to continue to maintain footpaths and signage around the site. The TPC would undertake a review of these local routes no less than annually, but flag to these representatives any issues raised by either residents or staff outside of the annual cycle.
- 5.5.4 Cycling continues to be recognised as a key sustainable transport option to be encouraged, particularly for staff but with scope also for the more active members of the residential community, as it is considered an important mode choice for staff journeys for the purpose of travel to work and for resident journeys for local leisure and recreation trips.
- 5.5.5 To support cycling, the scheme would come forward with an external covered space immediately by each block entrance, other than the Central Facility Building (CFB), for flexible use for cycle parking or mobility scooter parking, with a typical split provision of space across each facility cumulatively facilitating 9-17 cycles and 9-17 scooters – the lower-end provision for one vehicle type corresponding with the upper-end provision for the other vehicle type, to support flexibility in accommodating changing demands amongst the range of site groups.
- 5.5.6 There would be also three (3) Sheffield stands, for the parking of six (6) cycles, within the public realm around the CFB fronting onto the access way, typically for use by staff.
- 5.5.7 Convenience of access by site users would be supported by means of the location of each covered space being immediately by each block entrance, with respect to primarily residents, and by means of the of the location of the stands around the CFB, with respect to primarily staff, minimising the walking distance of the block to which the corresponding cycle parking is serving and being directly accessible from the site's internal route network.
- 5.5.8 Use of all site cycle and scooter parking provision would be monitored regularly by the TPC, as would any separate support facilities brought forward to encourage cycling amongst each of the staff and residents pools; this would be to have a mechanism to gauge whether facilities adequately support the demand for cycles / scooters and/or should facilities be expanded.
- 5.5.9 In addition to the availability of cycle parking for staff, shower and changing facilities would be available for staff within the facility, as well as locker space (or equivalent) for storage of clothing and equipment. These additional measures would particularly encourage people from greater distances to cycle, particularly in bad weather. Additionally, the TPC on behalf of the operator would consider the scope to provide interest-free loans (or similar via salary sacrifice) to purchase a cycle and accessories to increase potential for encouraging cycling.
- 5.5.10 In addition to the availability of cycle parking for residents, to further support cycling by the more active members of the residential community, two to three communal cycles and two to three communal mobility scooters would be available for their use via the main building and with use managed and monitored by the TPC. Again, should demand demonstrate, the TPC in liaison with site management would regularly review scope to expand this provision.

- 5.5.11 Cycle maps would be made available, again by means of information available online through the *'Travel Information Pack'* website and on-site via the notice boards, to inform residents of practical routes in the vicinity of the site and to and from key destinations. The TPC would also assist individuals in accessing information about safe cycling. These may be measures and responsibilities moved to a bicycle users' representative should such a group be set-up.
- 5.5.12 Access is to be provided also to exercise plans for use in the on-site and off-site outdoor areas, as part of the promotion of the health benefits of undertaking journeys on foot and cycling.
- 5.5.13 Further measures would be implemented to encourage and promote cycling, subject to interest being shown by residents and/or staff. These would include the setting up of a Bicycle Users Group (BUG), the offer of cycle training and the introduction of a cycle buddy scheme, which are measures which allow experienced cyclists to share their knowledge to inexperienced cyclists who would otherwise not ride alone.
- 5.5.14 With regard the Bicycle User Group (BUG), within the first month of operation the TPC would enquire of both staff and residents any interest in establishing a Bicycle User Group (BUG). This would be undertaken by means of notification via the site website, as well as promotional material installed upon the site notice / display board(s).
- 5.5.15 Should there be sufficient demonstrable demand, the TPC would establish and then chair the initial BUG, following on from which a *'Bike Champion'* would be nominated and assume the lead role with the BUG. Interest in the setting up of a site BUG would be reviewed annually, should there not have been sufficient interest to do so in the preceding year.
- 5.5.16 This group would meet in order to discuss all aspects of cycling and to provide feedback and comments regarding the implemented measures, including assuming management of any cycle buddy system set up by the TPC. The *'Bike Champion'* would also arrange any cycle training and cycle maintenance sessions no less than annually through the BUG.
- 5.5.17 With regard cycle training, details would be provided within the information available via the *'Travel Information Pack'* website initially and then as part of the promotion of the setting up of the BUG. The Travel Plan Co-ordinator or nominated BUG representative would liaise with representatives of West Sussex County Council to determine the scope to stage adult cycle training sessions for both staff and residents.
- 5.5.18 This offer of an initial cycle training session would be promoted to residents within the same timeframe for the setting up of the BUG, with the cycle training then to come forward within four weeks of the initial BUG scoping be this set up or not. Subsequent sessions would be promoted and arranged if and when demand is shown, at least annually. In the absence of a BUG, the TPC would undertake this role to gauge both initial interest and thereafter no less than annually with regard to the provision of cycle training and cycle maintenance sessions.

- 5.5.19 With regard the cycle buddy scheme, within the first month of operation the TPC would confirm both staff and residents committed to and/or interested in cycling on a regular basis, to establish a cycle buddy database such that inexperienced cyclists can be paired with more experienced cyclists from within both these site groups for different trip purposes for those travelling to / from similar locations (or with parts of the journeys overlapping).
- 5.5.20 This cycle buddy scheme would be notified to staff and residents through the '*Travel Information Pack*' website, as well as within promotional material installed upon notice / display board(s), with further information provided for external cycle groups and schemes.
- 5.5.21 The Travel Plan Co-ordinator, or the BUG should this have been subsequently set up, would set up the 'buddy' database for matching cyclists within four weeks of the initial BUG scoping be this set up or not. This database would be reviewed and updated no less than annually.

5.6 Public Transport

- 5.6.1 The availability of local bus services and the connectivity that these provide to local population centres (such as Crawley, East Grinstead and Lingfield), the range of facilities and amenities and scope for interchange with rail services then available within these centres are to be strongly promoted within the range of information provided to site residents and staff, with corresponding timetable and route information regularly reviewed and kept up-to-date by the TPC across the range of information portals across the scheme.
- 5.6.2 Any and all updates to the corresponding timetable and route information would be incorporated fully and in tandem within the digital '*Travel Information Pack*' also.
- 5.6.3 In support, the detailed information to be provided is to include a map showing the existing bus stops (with local walking routes to / from) and the local route in relation to nearby key origins and destinations, as well as reference to useful public journey planning websites for travel further afield than the initial East Grinstead area.
- 5.6.4 Any and all information and updates to corresponding timetable and route details would be incorporated fully and in tandem within the digital '*Travel Information Pack*' also.
- 5.6.5 The TPC would actively provide guidance primarily to staff, but also to residents, regarding appropriate use of such local public transport services, typically as part of a personalised travel planning session. Additionally, the TPC would notify both staff and residents of any promotional travel offers or incentives being offered separately by the local bus or train operating companies, again by means of the site website, to encourage such use.
- 5.6.6 Travel planning for the site to encourage a significant proportion of travel by non-car modes would include provision of a dedicated site minibus, available for use by residents and suitably equipped to accommodate those with mobility difficulties as required. This minibus service would be fully-funded and operated by the developer, with no additional charge to residents.

- 5.6.7 The minibus vehicle would operate either on a timetable-based system, to be agreed with residents in terms of both routes and frequencies, or on an online demand-based system, with the means of access and range of services available promoted via the site information portals. Such availability would further support residents in being able to access a range of leisure, retail and health opportunities outside of the level of connectivity afforded by the local bus.
- 5.6.8 The back-up support strategy for the staff car-share scheme, to be discussed later in this Framework Travel Plan, would allow for the occasional use of the site minibus to pick-up and drop-off staff from selected locations when these trips cannot be accommodated practically by any other alternative means, thus typically limited to early morning or late evening shift changes but with no preclusion for timetabled services for staff travel to be considered also.
- 5.6.9 This dedicated minibus service provides the scope for regular shuttle services to run between the site and East Grinstead town centre, as well as between the site and other key centres further afield. Any subsequent formalised timetabling for such services would be provided to all residents via the range of information portals at the site. Copies of any such timetables, when developed, would be attached to later versions of this Travel Plan.
- 5.6.10 The minibus would be driven by employees of the scheme operator, but with no preclusion for this to be undertaken by a separate body formally engaged on their behalf to do so, which can allow the minibus service to be available upon request outside of any timetabled hours. This can ensure that there is a readily-available travel option to support car-free lifestyles.
- 5.6.11 There would be a strong emphasis on the promotion of this dedicated minibus service within the facility via the range of promotional methods outlined for the residents. This would form part of the transport service offered by the scheme operator for use by residents to support connectivity with local facilities and amenities and the corresponding off-site trips.
- 5.6.12 Additionally, each new staff member at the site would be offered a bus taster ticket, typically the '*Adult Metrovoyager 1 Week*' issued by Metrobus but to be reviewed at the time of offer; similarly, each new resident at the site would be offered a bus taster ticket, typically the '*Adult Metrovoyager 24 Hour*' issued by Metrobus but again to be reviewed at the time offer. These bus taster tickets are to allow both staff and residents to be able to actively appraise the practicalities and convenience of making use of local bus services for day-to-day travel.
- 5.6.13 Also, the TPC on behalf of the operator would consider the scope to provide interest-free loans (or similar via a salary sacrifice scheme) for staff to purchase season tickets for travel by public transport (local bus services) to and from the West Sussex and surrounding area.

5.7 Measures to Minimise Car Use

- 5.7.1 The scheme would come forward with the provision of a total of 134 car parking spaces site-wide for the 134 residential units within the Integrated Retirement Community, with the allocation between spaces for residents, spaces for staff and spaces for visitors to be managed by the scheme operator to allow flexibility to adapt to changing demands amongst these user groups as a balanced strategy reflective of both locational and scheme characteristics.
- 5.7.2 Within this site-wide provision there would be eight (8) spaces from the outset designed for use by those with mobility issues, equating to around 6%% of the site-wide provision and to ensure that those which car-based access may be more essential have such scope to do so.
- 5.7.3 All of the site-wide car parking spaces would have the scope for charging access to be brought forward as and when required by the user, with an initial fourteen (14) spaces in number (10%, then rounded) to be supported with charging point access from the outset – split between thirteen (13) standard-sized spaces and one (1) larger-sized accessible space.
- 5.7.4 The availability of charging access is to be promoted through the range of information portals, as in addition to the initial charging points installations from first occupation there would be cable routes installed to all other associated car parking spaces, to allow practical and convenient access to electric vehicle charging to be brought forward upon reasonable request.
- 5.7.5 The quantum of electric vehicle charging points available would be reviewed no less than annually, with further charging points installed to meet demand at that time, but with no preclusion for such charging points to be installed ahead of the annual review upon the conclusions of discussions and agreement between the resident(s) and the scheme operator.
- 5.7.6 The use of all of the on-site car parking spaces would be the subject of stringent management by representatives of the operator. Those permitted access would have to agree in advance to provide the scheme operator confirmation of the registration number of the vehicle that they would like to park in the allocated space, to allow monitoring of inappropriate parking.
- 5.7.7 Upon a resident having a space on-site confirmed, the scheme operator would enquire as part of the allocation as to whether or not they would be requiring regular access of a charging point and, if so, charging point access would be allocated. If all such spaces have been allocated and are in use, the activation of further spaces would be identified and agreed.
- 5.7.8 With regard any parking spaces allocated to staff, during induction staff would be made aware of the limited level of parking to be provided to this group and that the site operator's preference would be for staff to travel to and from the site by alternative means, such as cycling, local bus or as part of a car sharing scheme. This guidance would also form part of the promotional material, notice board information and other material made available to staff.

- 5.7.9 With regard visitor parking, typically this would be subject to a pre-arranged booking system in order to best manage the parking stock available on-site for such use at that time. Whilst not promoted, site management would seek to accommodate any ad hoc visitor parking, as and when required, within any spare staff parking spaces that the allocation system and day-to-day usage identify as being available for such an occasional event.
- 5.7.10 The level of on-site car parking is brought forward as a balanced and sustainable strategy reflective of the site's accessibility and the availability of options for use of non-car modes and alternatives to owning a car. At the earliest stage of engagement with both residents and staff, including at the marketing stage for the former and the induction stage for the latter, individuals would be made aware of the scheme's car parking policy and of the alternatives available to them, which would include access to an on-site minibus and to car sharing.
- 5.7.11 With regard car sharing, it is recognised that car sharing is a proven measure of reducing single occupancy car-based trips, in relation to staff-based trips in particular. To encourage this, the TPC would set up and run a site-based car share scheme, open to all staff, with information to be made available via the range of information portals accessible to staff.
- 5.7.12 This scheme would be initiated no later than three months after initial occupation of any unit within the scheme or when an occupation threshold of 25% of the units has been reached, whichever soonest. Should there not be interest at the time of initial initiation being sought, the setting up of such a scheme would be reviewed annually.
- 5.7.13 The main thrust of the car sharing scheme would be to encourage staff who live in proximity of each other and/or who are prepared to act as lift buddies to drive to work together. This would therefore have the effect of limiting the impact of single occupancy car use on the site and reducing the need to travel individually by car. The car sharing scheme would be supported by the provision of access to the most convenient staff car parking spaces, with other small incentives to be devised by the TPC for staff use of the scheme.
- 5.7.14 An integral part of the car sharing scheme would be the provision of a guaranteed lift home for staff if they need to work late or miss their regular lift buddy. The strategy would allow for the occasional use of the minibus vehicle as part of the car sharing support to pick-up and drop-off staff from selected locations when these trips cannot be accommodated practically by the other alternative means, thus limited to early morning or late evening shift changes.

6 Management & Implementation

6.1 Background

- 6.1.1 It is crucial that all the different user groups at the site feel actively part of travel planning, as experience has shown that the most successful Travel Plans are those where all parties are consulted, feel part of the process and have a say in the measures which are implemented. The proposed general management and implementation strategies are detailed below.

6.2 Travel Plan Management

- 6.2.1 It would be the Travel Plan Co-Ordinator's responsibility to ensure that the staff group and residents become socially responsible and aware of the consequences of their decisions on the environment in terms of travel patterns. It would be the responsibility of the TPC to ensure sufficient travel information is available quickly and conveniently and that the TPC, with support by the Steering Group, would be able to deal with queries of all site user groups.

6.3 Travel Plan Implementation

- 6.3.1 The delivery and implementation of this Framework Travel Plan, following approval, as a subsequent Full Travel Plan in the run-up to initial occupation at the scheme would continue to be secured it is envisaged by means of planning condition or obligation.
- 6.3.2 Thereafter, further updates and reviews would be secured by means of commitments put forward and agreed at each stage in terms of subsequent monitoring and review. This Framework Travel Plan sets out the mechanisms to be put in place for monitoring and review upon the bringing forward of the proposed Integrated Retirement Community scheme.
- 6.3.3 The Travel Plan would be implemented by the TPC against the background of the vision being that the whole IRC development would foster sustainable travel patterns from the outset and that these would be supported and sustained over the long-term. Whilst some measures would require ongoing management, the sustainable initiatives on the whole would become engrained into the daily operations across the Integrated Retirement Community.
- 6.3.4 An internal budget would be set aside by the scheme promoter, Rangeford, to fully fund the costs of the incentives. This budget would be agreed between the TPC and Site Management prior to initial operation and occupation, then no less than annually, in order that additional measures and/or information material can be introduced where required, as well as to support the comprehensive monitoring and review. Resources would be allocated to ensure that the plan is implemented and managed effectively.
- 6.3.5 The Travel Plan Steering Group, with the TPC, would be the primary means of effective communication with the various site user groups, as well as undertaking the marketing and promotion of travel events, though with no preclusion to ad hoc involvement by others.

6.4 Implementation Timetable (Action Plan)

6.4.1 Table 6.1 provides a summary of when each of the core proposed measures would be implemented, thus effectively providing an indicative Action Plan for the Travel Plan.

Travel Plan Action Point	Responsibility	Implementation Date
Appoint Travel Plan Co-ordinator	Scheme Promoter	No less than two months prior to any initial occupancy
Notification of TPC to WSCC / MSDC	Scheme Promoter	Within two weeks of TPC appointment
Notification of change of TPC	Travel Plan Co-ordinator	Within two weeks of change of personnel
Develop and launch site ' <i>Travel Information Pack</i> ' website	Travel Plan Co-ordinator	Prior to initial operation and occupation, then ongoing
Setting up of Steering Group	Travel Plan Co-ordinator	Within 3 months of initial occupation or 25% occupation, whichever sooner, then annually
Install information boards and/or equivalent multi-media	Travel Plan Co-ordinator with Site Management	Prior to opening of facility, then ongoing maintenance
Personalised Travel Planning	Travel Plan Co-ordinator / Steering Group	Ongoing from initial operation and occupation
Undertake launch event	Travel Plan Co-ordinator	Within two weeks of 25% initial occupation or of initial three months of operation, whichever sooner
Stage promotional events	Travel Plan Co-ordinator / Steering Group	Periodically, but no less than annually.
Implement minibus service	Scheme Promoter / Travel Plan Co-ordinator	To be operational from initial occupation
Install on-site showers and changing / storage facilities for staff	Scheme Promoter with Site Management	Prior to opening of facility
Implement car parking / cycle / scooter parking strategy	Scheme Promoter / Site Management / Travel Plan Co-ordinator	Prior to opening of facility, then ongoing
Notification of vehicle registration	Resident / Staff	Prior to initial occupation / start of employment
Setting up Bicycle Users Group (BUG) and appointing ' <i>Bike Champion</i> '	Travel Plan Co-ordinator	Within 1 month of opening of facility, then ongoing review if not initial interest
Provision of cycle training	Travel Plan Co-ordinator or Bicycle Users Group	Within 4 weeks of BUG being set up or initial scope for BUG undertaken if not set up
Establish cycle buddy scheme	Travel Plan Co-ordinator	Within 1 month of opening of facility, then ongoing if not initial interest.

Travel Plan Action Point	Responsibility	Implementation Date
Review scope to provide interest-free loans for staff for travel tickets or to purchase cycle / equipment	Scheme Promoter / Travel Plan Co-ordinator	Prior to / start of employment, then ongoing.
Provide bus taster tickets	Scheme Promoter / Travel Plan Co-ordinator	At initial occupation / start of employment
Establish site-based car share scheme for staff	Travel Plan Co-ordinator	Within 1 month of opening of facility, then ongoing review if not initial interest
Undertake initial monitoring surveys (by feedback website forum)	Travel Plan Co-ordinator	Within 3 months of initial operation or 25% occupation, whichever sooner, then annually
Prepare Travel Plan (with targets) after Initial Site Survey	Travel Plan Co-ordinator	Within three months of Initial Site Survey
Undertake annual monitoring surveys and monitoring / review	Travel Plan Co-ordinator	Annually following initial surveys, for no less than 5 years
Publish bulletin of Travel Plan survey results (internally / externally)	Travel Plan Co-ordinator	No less than within 4 weeks of completing any survey set
Prepare Travel Plan Updates (or equivalent) following monitoring cycle, if required	Travel Plan Co-ordinator	Within three months of annual monitoring surveys, if required

Table 6.1: Implementation Timetable (Action Plan)

7 Monitoring & Review

7.1 Background

- 7.1.1 It is essential that the Travel Plan is monitored on a regular basis in order to establish the impact of the measures which have been introduced. Such monitoring would be required to determine modal share of journeys and the effectiveness of the package of measures implemented in order to identify progress with meeting overall targets and objectives.
- 7.1.2 The first monitoring session would take place within three months of initial operation or when 25% of the units are occupied – whichever is sooner; this would take the form of the feedback survey which would have been made available to residents and staff via the site's '*Travel Information Pack*' website. Further promotion of this monitoring session would be undertaken at the Travel Plan Launch, with subsequent feedback incorporated. This would allow site-specific travel characteristics to be confirmed and targets reviewed.
- 7.1.3 As referenced in Section 4.5 '*Initial Targets*' of this plan, the setting of separate mode share targets for each of the staff group and the residents group would be reappraised following the initial travel survey of site user groups, in tandem with any site-wide target setting.
- 7.1.4 Following the undertaking of this initial Travel Plan survey, an updated plan (or equivalent) would then be issued to West Sussex County Council and Mid Sussex District Council. Further surveys would be undertaken annually thereafter and further monitoring undertaken in line with these surveys but also on an ongoing basis, with the annual survey cycle running for no less than five years (with the first full survey set as Year 1).
- 7.1.5 The monitoring of this Travel Plan would be the responsibility of the Travel Plan Co-ordinator.
- 7.1.6 The results of the monitoring and any related actions would be reported back to residents and staff by means of a bulletin note on the website, within a month of the surveys, with a fuller version prepared for Site Management and available by others upon request. Additionally, regular feedback provided by residents and staff to the TPC or Steering Group with regard any travel-related issues that arise would be incorporated into the monitoring and reporting.
- 7.1.7 The scheme promoter would fund the costs of monitoring this Travel Plan, in addition to the costs of implementation and maintenance.

7.2 Travel Surveys

- 7.2.1 The Travel Plan would run for no less than five years from the occupancy level reaching 25% of the units or from three months following initial operation, whichever is sooner. By the end of that five-year period it is anticipated that sustainable travel habits for both residents and staff would have become well-established, with travel planning then 'owned' by these groups.

- 7.2.2 Travel surveys would be undertaken on an annual basis until at least five years to establish changes which have occurred each year and whether the plan is on target. The Travel Plan Co-Ordinator would assess the best way to distribute the survey, but with the primary means of doing so being online via the site's *'Travel Information Pack'* website and a secondary option of making and distributing hard copies upon request.
- 7.2.3 The initial verification surveys and the subsequent annual surveys would collect data relating to resident and staff travel and servicing activity. The baseline verification surveys would be undertaken within three months of initial operation or when 25% of the units are occupied – whichever sooner; this would take the form of the feedback survey which would have been made available to residents via the site's *'Travel Information Pack'* website. These surveys would be complemented by further feedback following the Travel Plan Launch event.
- 7.2.4 Based on the results of the initial data collection, the scope for separate year-by-year mode share targets for each site user group (residents and staff) and/or adoption of site-wide year-by-year mode share targets would be appraised and as appropriate separate and/or combined mode share targets put forward in the next issue.
- 7.2.5 The subsequent formal annual monitoring surveys for Years 1-5 would adopt no less than a similar format to the initial survey, to be agreed in advance with West Sussex County Council, to include no less than the following:
- multi-modal counts of all trips undertaken to and from the site;
 - full site audit;
 - parking counts (all vehicles including bicycles and scooters);
 - servicing records;
 - uptake of travel planning measures.
- 7.2.6 The questionnaire would be based on a standard format and methodology as agreed with West Sussex County Council, tailored to be site-specific though typically in line with the TRICS SAM approach. The Travel Plan Co-ordinator would notify residents of the opening of the questionnaire, by e-mail and also promotional material around the site.
- 7.2.7 The questionnaire would be designed to be completed online as much as the agreed format and methodology permits and this promoted as the preferred means of completion. However, an option to complete as a paper copy would be made available and a central collection point established for people to deposit forms.
- 7.2.8 As such, the monitoring programme would include standard and compliant surveys, to build on the indicative interim mode share considerations to date.

7.3 Review

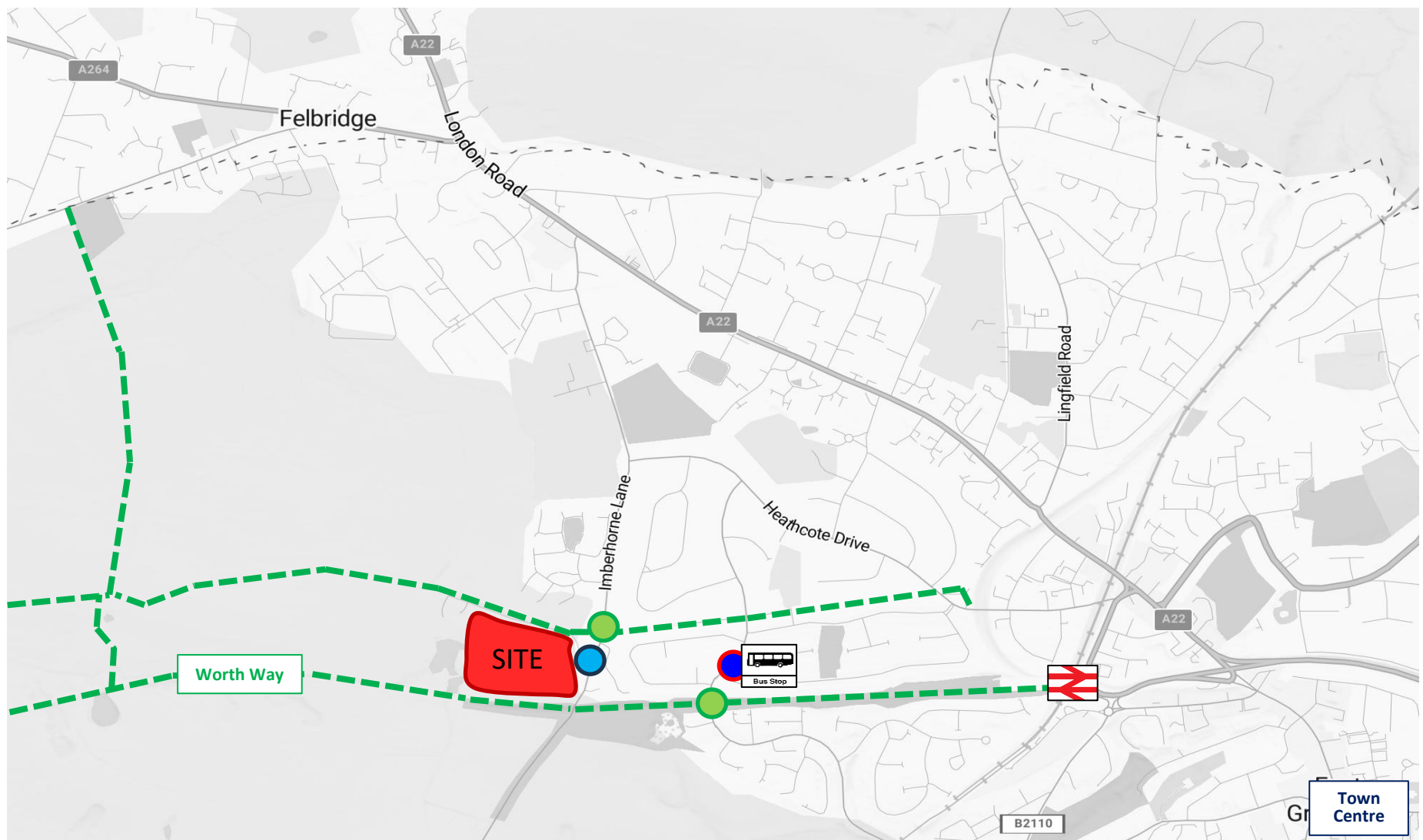
- 7.3.1 A period of internal review would follow each round of monitoring surveys, with the objective being to measure the performance of the Travel Plan and establish if changes are required to any of the measures in order to improve the performance of the Travel Plan and provide the best options to both residents and staff. These reviews would also determine if an updated version of the Travel Plan is required at that stage of the monitoring cycle.
- 7.3.2 The analysis of survey responses would be the main source of information for the review along with consultation with the interested parties. Feedback would be given to residents and staff by means of a website bulletin, with them also notified at that time of any operational changes and/or measures introduced or withdrawn which would be implemented and monitored continually. In order to make the results accessible a summary note would be uploaded
- 7.3.3 A full monitoring report would be prepared by the TPC and would be issued to West Sussex County Council and Mid Sussex District Council as key stakeholders. This report would include comprehensive details of all survey data and measures which have been implemented. A key element of the report would be comparing the surveyed modal share to that of the targets set; if the data show targets have not been met or are not on course to be met, the report would try to outline the reasons behind this and how it would be resolved.
- 7.3.4 In the event that the monitoring and review finds that the Travel Plan is under performing and targets are not being achieved within an acceptable margin of error, the TPC would seek to arrange a meeting with the Council representatives to discuss the issues, including possible reasons for the failure, and agree whether or not further changes to the Travel Plan would be required and how these would be implemented. Such changes would incorporate any reasonable recommendations made by representatives of the reviewing authorities.
- 7.3.5 Any updated version of the Travel Plan, as to be submitted to West Sussex County Council and Mid Sussex District Council within three months of the review start, would supersede the previous version no later than two months from date of issue, unless directed otherwise. If no update is to be issued, notification would be issued within this timeframe.



APPENDICES



APPENDIX A



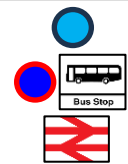
SITE LOCATION

Planned Main Site Access

Local Bus Stops

Railway Station

Key Public Rights of Way





APPENDIX B



- Key
- Site Boundary
 - Site Vehicular Entrance
 - Pedestrian Connection
 - Development Zone Parameter Boundary
 - Existing Fence Line
 - Building Entrance
 - Secondary Building Entrance
 - Service Entrance
- CFB - 2 Storey
Block A - 2.5 Storey
Block B - 2 Storey
Block C - 2 Storey
Block D - 2 Storey
Block E - 2 Storey
Block F - 2.5 Storey
Block G - 2.5 Storey
Block H - 2.5 Storey
SS - Substation
BS - Bin Store
GM - Grounds Keepers Store
- Communal
Ancillary
1 Bedroom Apartment
2 Bedroom Apartment
3 Bedroom Apartment
2 Bedroom Bungalow
3 Bedroom Bungalow
3 Bedroom Cottage

The Principal Contractor is responsible for checking dimensions, tolerances and references. Any discrepancy to be notified to the Architect before proceeding with the works.

Where an item is covered by drawings to different scales the larger scale drawing is to be worked to. Do not scale drawing. Figured dimensions to be worked to in all cases.

Where products have been specified, PRP have reviewed applicable products available in the UK at the time of writing the specification, from which products named in the specification have been selected. Where the Principal Contractor wishes to propose alternative products, representative samples and a full technical appraisal demonstrating that their proposed alternative has equal or better performance should be submitted by the Principal Contractor in accordance with the agreed project Change Control Procedures. On any Higher Risk Building (HRB), the Principal Contractor should confirm if they consider the alternative (and / or any consequential impacts) as a recordable, notifiable or major change under Regulation 26 of The Building (Higher-Risk Buildings Procedures) (England) Regulations 2023.

CDM REGULATIONS 2015. All current drawings and specifications for the project must be read in conjunction with the Designer's Hazard and Environment Assessment Record

All intellectual property rights reserved.

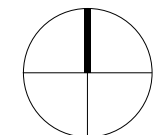
Rev	Date	Description
P01	10.08.2026	Draft Planning Issue

Dwn	Ckd	Drawn	BF
RB	SA		RB
Checked		Date	02/07/2026
Scale @ A1		1:500	

Kingscote Place, East Grinstead

Proposed Site Wide Plan - Level 0

Project	Origin	Function	Space	Form	Discipline	Number
KCP -	PRP -	ZZ -	ZZ -	DR -	A -	20300
Revision	Status					
P01 -	SS - Initial status					



PRP

prp-co.uk
London
020 7653 1200



APPENDIX C

281

Crawley • Copthorne • East Grinstead • Lingfield

Crawley Three Bridges Heathy Wood Copthorne Village Crawley Down East Grinstead Queen Victoria Hospital Stone Quarry Dormansland Lingfield

Daily

from 10th May 2025

Mondays to Fridays

Code.....	NSD	SDO								SDO	NSD	NSD	SDO				
Holy Trinity School.....													1523				
St Wilfrid's School.....													1532				
Crawley Bus Station, Stop D	0615		0800	0930	1030	1130	1230	1320	1415	1420	1520	1545	1615	1710	1810	1958	
Three Bridges Station, Stop B	0621		0807	0936	1036	1136	1236	1326	1422	1426	1526	1552	1622	1718	1817	2004	
Heathy Wood Payne Way.....	0627	0738	0738	0815	0943	1043	1143	1243	1333	1429	1433	1533	1600	1630	1726	1824	2011
Copthorne Village Church.....	0631	0743	0745	0821	0948	1048	1148	1248	1338	1434	1438	1538	1605	1635	1731	1829	2016
Copthorne Dukes Head.....	0634	0746	0749	0825	0951	1051	1151	1251	1341	1437	1441	1541	1609	1639	1735	1832	
Crawley Down War Memorial.....	0637	0749	0755	0829	0954	1054	1154	1254	1344	1440	1444	1544	1612	1642	1738	1835	
Crawley Down Burleigh Way.....	0639	0752	0800	0832	0957	1057	1157	1257	1347	1443	1447	1547	1615	1645	1741	1838	
Felbridge Hotel.....	0646	0801	0813	0844	1005	1105	1205	1305	1355	1451	1455	1555	1624	1654	1751	1846	
Imberhorne Upper School.....	↓	↓	0817	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	
Imberhorne Lower School.....	↓	↓	0824	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	↓	
Garden Wood Rd Kipling Way.....	0650	0806	↓	0850	1010	1110	1210	1310	1400	1456	1500	1600	1629	1659	1756	1851	
East Grinstead Station 	0654	0810	↓	0855	1014	1114	1214	1314	1404	1500	1504	1604	1633	1703	1800	1855	
East Grinstead High St., Stop H... ..	0657	0815	0830	0900	1020	1120	1220	1320	1410	1505	1509	1609	1639	1709	1806	1900	
Worsted Farm Harmans Drive.....	0701	0819		0904	1024	1124	1224	1324	1414	1511	1513	1613	1643	1713	1810	1904	
Queen Victoria Hospital.....	0705	0823		0909	1028	1128	1228	1328	1418	1516	1517	1617	1648	1718	1815	1909	
Stone Quarry Estate.....	0707	0826		0913	1031	1131	1231	1331	1421	1520	1521	1621	1651	1721	1817	1910	
Dormansland School.....		0832		0918	1036	1136	1236	1336	1426	1525	1526	1626	1657	1727	1822		
Lingfield Station		0837		0923	1041	1141	1241	1341	1431	1530	1531	1631	1702	1732	1827		
Lingfield War Memorial.....				0950	1050	1150	1250	1350	1440	1539	1538	1635	1706	1742	1831		

Saturdays

Crawley Bus Station Stop D	0837	0930	1030	1130	1230	1330	1430	1540	1650	1810
Three Bridges Station, Stop B	0842	0936	1036	1136	1236	1336	1436	1546	1656	1816
Heathy Wood Payne Way.....	0848	0943	1043	1143	1243	1343	1443	1553	1703	1823
Copthorne Village Church.....	0853	0948	1048	1148	1248	1348	1448	1558	1708	1828
Copthorne Dukes Head.....	0856	0951	1051	1151	1251	1351	1451	1601	1711	1831
Crawley Down War Memorial.....	0859	0954	1054	1154	1254	1354	1454	1604	1714	1834
Crawley Down Burleigh Way.....	0901	0957	1057	1157	1257	1357	1457	1607	1717	1836
Felbridge Hotel.....	0908	1005	1105	1205	1305	1405	1505	1615	1725	1843
Garden Wood Rd Kipling Way.....	0913	1010	1110	1210	1310	1410	1510	1620	1729	1847
East Grinstead Station 	0917	1014	1114	1214	1314	1414	1514	1624	1733	1851
East Grinstead High St., Stop H... ..	0921	1020	1120	1220	1320	1420	1520	1630	1737	1855
Worsted Farm Harmans Drive.....	0924	1024	1124	1224	1324	1424	1524	1634	1741	1859
Queen Victoria Hospital.....	0928	1028	1128	1228	1328	1428	1528	1638	1745	1903
Stone Quarry Estate.....	0931	1031	1131	1231	1331	1431	1531	1641	1748	1904
Dormansland School.....	0936	1036	1136	1236	1336	1436	1536	1646	1753	
Lingfield Station	0941	1041	1141	1241	1341	1441	1541	1651	1758	
Lingfield War Memorial.....	0950	1050	1150	1250	1350	1450	1550	1700	1802	

Sundays and Public Holidays

Crawley Bus Station Stop D	0940	1145	1345	1550
Three Bridges Station, Stop B	0946	1151	1351	1556
Heathy Wood Payne Way.....	0951	1158	1358	1603
Copthorne Village Church.....	0956	1203	1403	1608
Copthorne Dukes Head.....	0959	1206	1406	1611
Crawley Down War Memorial.....	1001	1209	1409	1614
Crawley Down Burleigh Way.....	1003	1211	1411	1616
Felbridge Hotel.....	1010	1219	1419	1624
Garden Wood Rd Kipling Way.....	1015	1224	1424	1629
East Grinstead Station 	1019	1228	1428	1633
East Grinstead High St., Stop H... ..	1023	1233	1433	1638
Worsted Farm Harmans Drive.....	1027	1237	1437	1642
Queen Victoria Hospital.....	1032	1242	1442	1647
Stone Quarry Estate.....	1033	1243	1443	1648

CODE: Heritage Railway Station.

SDO Schooldays only.

NSD Non-Schooldays.

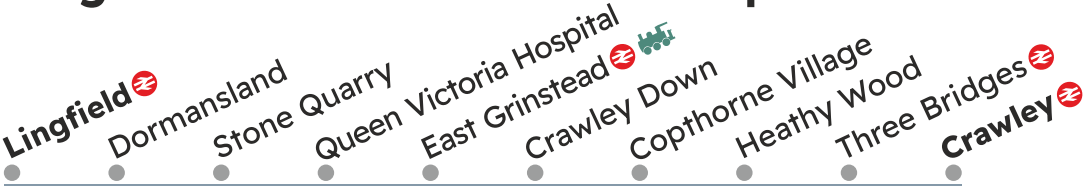


01293 449191

METROBUS

metrobus.co.uk

Lingfield • East Grinstead • Copthorne • Crawley



Daily
from 10th May 2025

Mondays to Fridays

Code	SDO	NSD									NSD	SDO		
Lingfield Station			0726	0839	0943	1043	1143	1243	1343		1435	1433	1532	1735
Lingfield War Memorial			0732	0846	0950	1050	1150	1250	1350		1442	1440	1539	1742
Dormansland School			0739	0852	0955	1055	1155	1255	1355		1447	1445	1545	1747
Stone Quarry Estate	0711	0715	0748	0900	1002	1102	1202	1302	1402		1454	1452	1552	1754
Queen Victoria Hospital	0712	0716	0749	0901	1003	1103	1203	1303	1403		1455	1453	1553	1755
Worsted Farm Harmans Drive	0717	0721	0754	0906	1008	1108	1208	1308	1408		1459	1458	1558	1800
East Grinstead High Street, Stop J	0634	0723	0727	0801	0912	1014	1114	1214	1314	1414	1505	1504a	1604	1805
East Grinstead Brooklands Way	0637	0727	0731	0805	0916	1018	1118	1218	1318	1418	1509		1608	1809
Garden Wood Road Kipling Way	0639	0729	0733	0807	0918	1020	1120	1220	1320	1420	1511		1610	1811
Imberhorne Lower School												1520		
Imberhorne Upper School												1528		
Felbridge Hotel	0645	0736	0739	0814	0924	1026	1126	1226	1326	1426	1517	1531	1616	1816
Crawley Down Burleigh Way	0652	0745	0747	0822	0932	1034	1134	1234	1334	1434	1525	1539	1624	1824
Crawley Down War Memorial	0654	0748	0749	0824	0934	1036	1136	1236	1336	1436	1527	1541	1626	1826
Copthorne Dukes Head	0657	0753	0754	0829	0938	1039	1139	1239	1339	1439	1530	1545	1630	1829
Copthorne Village Church	0700	0758	0759	0833	0941	1042	1142	1242	1342	1442	1533	1549	1633	1832
Heathy Wood Payne Way	0705	0804	0804	0837	0946	1046	1146	1246	1346	1446	1538	1554	1638	1836
Three Bridges Station, Stop A	0714	0814	0814	0846	0954	1054	1154	1254	1354	1454	1546	1602	1648	1844
Crawley Bus Station	0719	0821	0821	0853	1000	1100	1200	1300	1400	1500	1552	1609	1654	1850
St Wilfrid's School		0828												
Holy Trinity School		0836												

Saturdays

Lingfield Station	0710	0843	0943	1043	1143	1243	1343	1443	1543	1653
Lingfield War Memorial	0716	0850	0950	1050	1150	1250	1350	1450	1550	1700
Dormansland School	0721	0855	0955	1055	1155	1255	1355	1455	1555	1705
Stone Quarry Estate	0729	0902	1002	1102	1202	1302	1402	1502	1602	1712
Queen Victoria Hospital	0730	0903	1003	1103	1203	1303	1403	1503	1603	1713
Worsted Farm Harmans Drive	0735	0908	1008	1108	1208	1308	1408	1508	1608	1718
East Grinstead High Street, Stop J	0740	0914	1014	1114	1214	1314	1414	1514	1614	1723
East Grinstead Brooklands Way	0743	0918	1018	1118	1218	1318	1418	1518	1618	1727
Garden Wood Road Kipling Way	0745	0920	1020	1120	1220	1320	1420	1520	1620	1729
Felbridge Hotel	0750	0926	1026	1126	1226	1326	1426	1526	1626	1734
Crawley Down Burleigh Way	0757	0934	1034	1134	1234	1334	1434	1534	1634	1741
Crawley Down War Memorial	0759	0936	1036	1136	1236	1336	1436	1536	1636	1743
Copthorne Dukes Head	0802	0939	1039	1139	1239	1339	1439	1539	1639	1746
Copthorne Village Church	0805	0942	1042	1142	1242	1342	1442	1542	1642	1749
Heathy Wood Payne Way	0809	0946	1046	1146	1246	1346	1446	1546	1646	1753
Three Bridges Station, Stop A	0816	0954	1054	1154	1254	1354	1454	1554	1654	1801
Crawley Bus Station	0821	1000	1100	1200	1300	1400	1500	1600	1700	1807

Sundays and Public Holidays

Stone Quarry Estate	1040	1250	1450	1650
Queen Victoria Hospital	1041	1251	1451	1651
Worsted Farm Harmans Drive	1046	1256	1456	1656
East Grinstead High Street, Stop J	1050	1300	1500	1700
East Grinstead Brooklands Way	1054	1304	1504	1704
Garden Wood Road Kipling Way	1058	1308	1508	1708
Felbridge Hotel	1103	1313	1513	1713
Crawley Down Burleigh Way	1110	1320	1520	1720
Crawley Down War Memorial	1112	1322	1522	1722
Copthorne Dukes Head	1115	1325	1525	1725
Copthorne Village Church	1118	1328	1528	1728
Heathy Wood Payne Way	1123	1333	1533	1733
Three Bridges Station, Stop A	1130	1340	1540	1740
Crawley Bus Station	1136	1346	1546	1746

CODE: Heritage Railway Station. SDO Schooldays only. NSD Non-Schooldays. a Serves East Grinstead Station at 1509.