



22-24 Sussex Road, Haywards Heath

TRAVEL PLAN STATEMENT

for Proposed Children's Day Nursery
on behalf of Mr Eamonn O'Connor

26/9324/TPS03

June 2026

DOCUMENT CONTROL

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for Proposed Children's Day Nursery

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1 INTRODUCTION

1.1 Background

- 1.1.1 RGP has been commissioned by Mr Eamonn O'Connor (the 'Applicant') to provide transport advice in relation to the proposed operation of a children's day nursery and associated works (the 'proposed scheme') at 22-24 Sussex Road, Haywards Heath, RH16 4EA (the 'site').
- 1.1.2 The site is situated within the administrative boundaries of Mid Sussex District Council (MSDC) as Local Planning Authority (LPA) and West Sussex County Council (WSCC) as Local Highway Authority (LHA). The site currently accommodates a detached, two-storey commercial building which is currently vacant although previously operated as an audiology clinic.

1.2 Overview of Proposed Scheme

- 1.2.1 The proposed scheme comprises the operation of a children's day nursery at the site, including associated works. The existing site operations would be removed. The nursery would have capacity for up to 80 children. A copy of the proposed site layout plan is included at **Appendix A**.
- 1.2.2 Access to the site for pedestrians would continue to be provided from the western side of Sussex Road, albeit alterations to building entrance would be made as part of the proposed scheme. In order to provide a nursery garden - and given the operational constraints of the existing driveway serving the rear part of the site - the existing car park at the rear of the site would be removed as part of the proposals. The 3 car parking spaces at the front of the site at Sussex Road would be retained in a broadly similar arrangement to existing. These spaces would be allocated to nursery staff only (e.g. the nursery manager and assistant managers).
- 1.2.3 As shown at the proposed site layout plan (**Appendix A**) a total of 5 secure, covered Sheffield stands would be provided on site (total capacity for 10 cycles). Based on experience, this is considered sufficient for likely cycle parking demands amongst nursery users.
- 1.2.4 A buggy / pram storage area would also be provided, enabling parents to leave these items at the site during the course of the day, further encouraging and facilitating non-car trips to and from the site.

1.3 Report Context and Purpose

- 1.3.1 This Travel Plan Statement (TPS) outlines the opportunities for sustainable travel to and from the site, targeting staff and parents. It details specific measures and initiatives to be implemented with the aim of reducing reliance on the private car through the promotion of active travel modes (walking, cycling and scooting) and public transport (bus and rail).
- 1.3.2 The proposed scheme has been subject to a formal pre-application consultation process with WSCC. The high accessibility credentials of the site were noted by WSCC in its pre-application response and WSCC specifically requested that a Travel Plan Statement (TPS) for staff and parents be provided as part of the application in order to further encourage use of non-car modes. The provision of this TPS therefore fully reflects the requirements of WSCC.

1.3.3 It should be noted that a Travel Plan Coordinator (TPC) is not required as part of the process of a Travel Plan Statement, as the role of the TPC is to ensure implementation of measures, monitoring and review which is generally associated with the provision of a full Travel Plan. In this instance, the measures identified would be implemented and promoted to staff and parents by the operator of the nursery.

1.3.4 Given the limited car parking proposed at the site (a total of 3 spaces, allocated to nursery staff only) this TPS also incorporates a Car Parking Management Plan (Chapter 6) in order to ensure that car parking activity (including child drop-offs and pick-ups) is appropriately managed and controlled.

1.4 Travel Planning Benefits

1.4.1 Although a Travel Plan Statement is a more condensed document than a full Travel Plan, the key objectives and principles apply to both. This section outlines the purpose of providing travel planning for new developments and details the concepts of sustainable travel to be promoted to the future occupants of the site.

1.4.2 Travel planning is a strategy through which journeys to and from a location are managed. It comprises a package of measures tailored to the needs of an individual site and aimed at promoting more sustainable travel (e.g. walking, cycling and public transport) and reducing reliance on the private car. The development of such measures can reduce the impact of travel and transport whilst also bringing a range of benefits to individuals and the local community, including reduced air pollution and use of fossil fuels.

1.4.3 For **staff and parents**, travel planning can:

- (i) Help provide less stressful options for travel, with the ability to socialise;
- (ii) Present opportunities to build healthy exercise into daily life; and
- (iii) Reduce the cost of travel.

1.4.4 For **employers/businesses**, travel planning can:

- (i) Satisfy local planning and highway authorities;
- (ii) Improve the company's 'green credentials' and strengthen their brand as seen by customers;
- (iii) Improve corporate social responsibilities, above that of competitors;
- (iv) Offer financial savings to the business, its staff and customers; and
- (v) Improve staff retention and morale.

1.4.5 For the **local community**, travel planning can:

- (i) Make local streets less congested, less dangerous, less noisy and less polluted;
- (ii) Enhance public transport;
- (iii) Improve the environment and the routes available for walking and cycling; and
- (iv) Help create a place which is better to live in, work in and visit, which in turn can attract investment.

1.5 Report Structure

1.5.1 The remainder of this TPS is structured as follows:

- Chapter 2: Site Context - details the existing conditions at the site and within the local area, including the local road network;
- Chapter 3: Accessibility Credentials – details the accessibility credentials of the site by non-car modes of travel;
- Chapter 4: Travel Plan Aims and Objectives – sets out the aims and objectives of this Travel Plan Statement;
- Chapter 5: Travel Plan Measures and Initiatives – details the measures and initiatives that would be employed at the site in order to seek to achieve the specified aims and objectives; and,
- Chapter 6: Car Parking Management Plan – sets out a range of further measures that would be implemented to appropriately manage and control parking activity associated with the nursery, including drop-off and pick-up activity.

2 SITE CONTEXT

2.1.1 The site is located at 22-24 Sussex Road, Haywards Heath, RH16 4EA. The location of the site is identified at **Figure 1**.

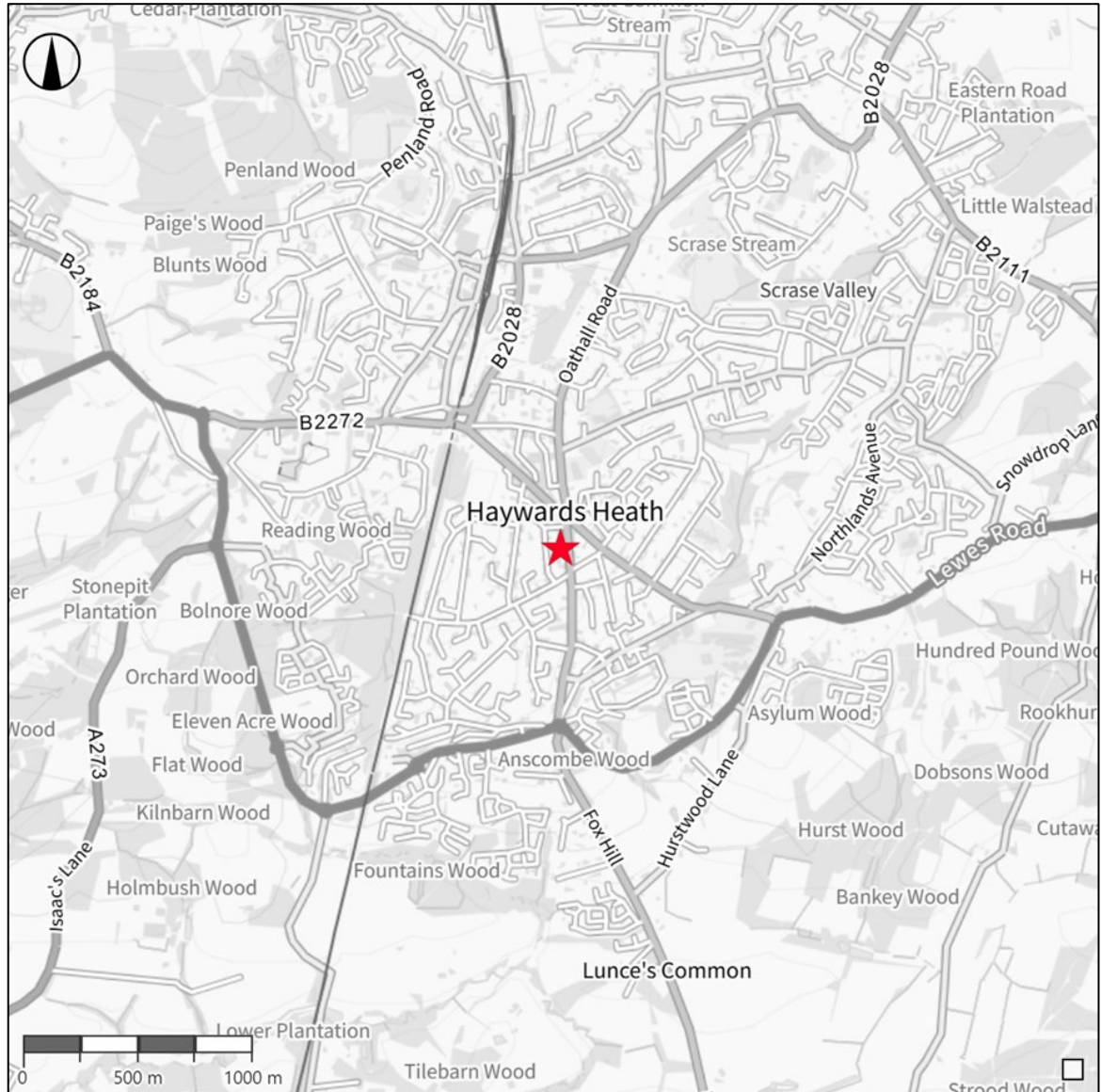


Figure 1 Site Location (Strategic)

2.1.2 The site location in a more localised context is shown at **Figure 2**.

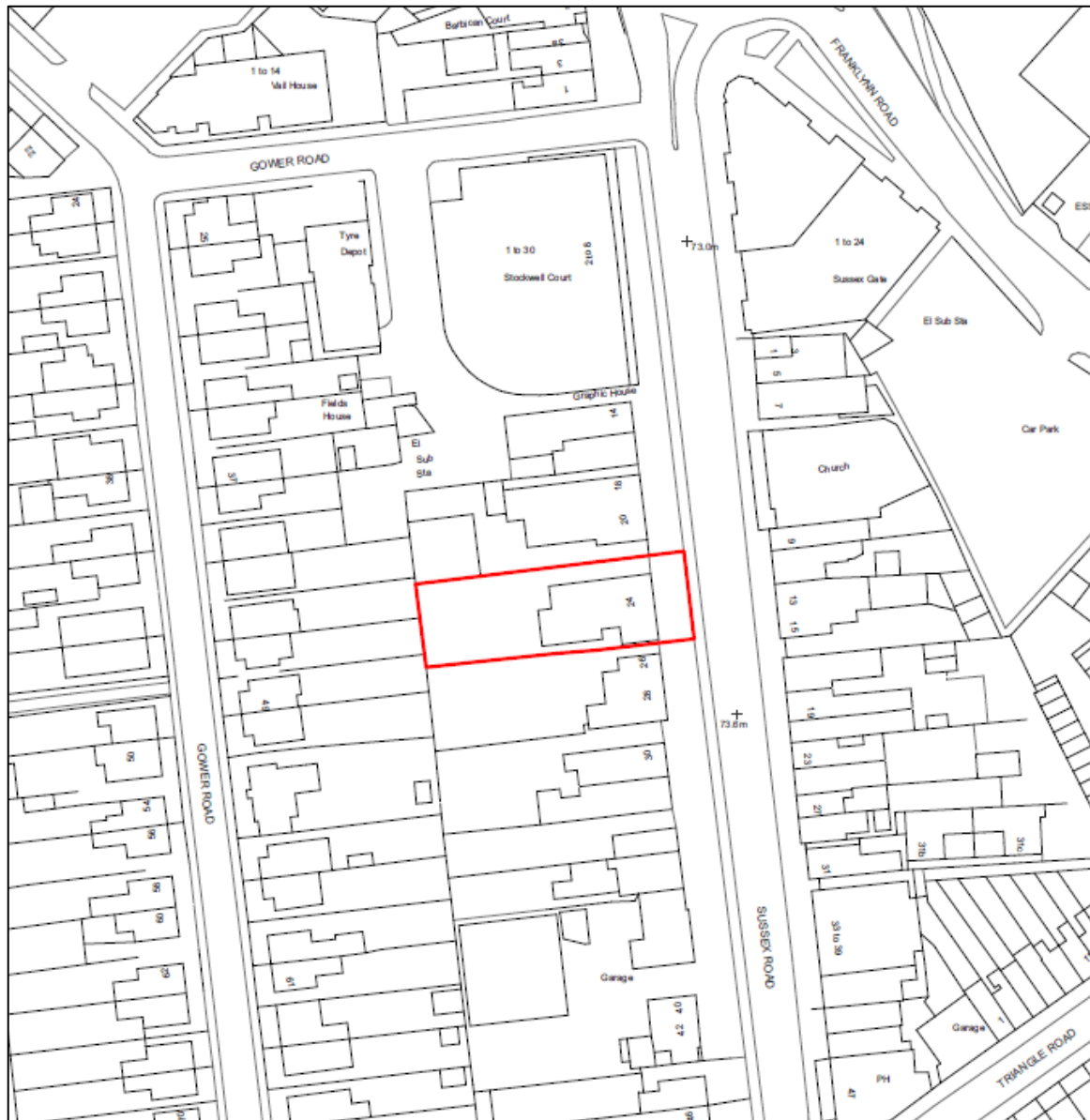


Figure 2 Site Location (Local)

- 2.1.3 The site is located within the Town Centre Boundary of Haywards Heath, as defined in MSDC's Adopted Policy Map that accompanies the Mid Sussex District Plan 2014 – 2031 (March 2018). It also remains within the Town Centre Boundary as defined in the emerging District Plan 2021 – 2039, which is currently at Examination stage and is anticipated to be adopted by MSDC at the end of 2026. The Site is located within MSDC's 'Secondary Shopping Frontage' area, some 120 metres south (a 1 to 2-minute walk) of the 'Primary Shopping Frontage' area, which commences at South Road. The site is therefore ideally located in relation to the centre of Haywards Heath and its associated amenities and employment destinations.
- 2.1.4 The site currently accommodates a detached, two-storey commercial building which is currently vacant although previously operated as an audiology clinic.
- 2.1.5 The ground floor is currently configured to provide a retail area to the front and multiple treatment rooms to the rear. The first floor comprises largely office floor space. The site is understood to currently operate under Use Class E. The Gross Floor Area (GFA) of the building amounts to 298 square metres.

2.1.6 The site frontage as existing is shown in the photograph below.



Photograph 1 Site Frontage at Sussex Road as Existing

- 2.1.7 Principal pedestrian access to the building is provided directly from Sussex Road, with additional pedestrian access also provided via the driveway at the northern part of the site. Pedestrian access would be retained from Sussex Road under the proposed scheme, albeit the building entrance arrangements are to be amended.
- 2.1.8 There is currently a car park on the rear part of the site, accessed by way of a dropped kerb from the western side of Sussex Road and associated driveway of some 30 metres in length. This car park and associated driveway will be removed under the proposed scheme.
- 2.1.9 A further 3 car parking spaces are currently provided at the front of the site in a perpendicular arrangement behind the footway on the western side of Sussex Road. These 3 spaces would be retained under the proposed scheme in a broadly similar arrangement to existing.

Local Highway Network

- 2.1.10 The area within the immediate vicinity of the site is characterised primarily by commercial premises fronting both sides of Sussex Road.
- 2.1.11 Sussex Road (B2112) provides an arterial route to / from the centre of Haywards Heath and surrounding areas from the south. It also provides frontage access to various residential and commercial properties on both sides of the road. The section of Sussex Road close to the site frontage is shown at the following photograph.



Photograph 2 **Sussex Road (Towards the North)**

- 2.1.12 Sussex Road is subject to a speed limit of 30mph. It benefits from a network of street lighting and footways on both sides of the road that continue into the centre of Haywards Heath and key surrounding areas. This includes the public car parks at Gower Road (some 200 metres from the site on-foot) and Franklynn Road (some 150 metres from the site on-foot via the signal-controlled crossing south of the site and footpath connection from the eastern side of Sussex Road).
- 2.1.13 As set out above, there is a signal-controlled pedestrian crossing facility (Puffin crossing) located some 40 metres south of the site on Sussex Road, providing access to / from locations on the eastern side of Sussex Road, including the Franklynn Road car park. This crossing facility is shown below. The Gower Road junction with Sussex Road (on the route north to the centre of Haywards Heath and the Gower Road car park) incorporates an uncontrolled, dropped kerb crossing.



Photograph 3 Signal-Controlled Crossing Facility on Sussex Road South of Site

- 2.1.14 Sussex Road has a typical carriageway width of some 9.0 metres locally to the site. Marked, on-carriageway parallel parking bays are provided along parts of the eastern side of the road locally to the site. These parking bays are free of charge although are subject to a 1-hour maximum duration of stay (no return within 2 hours), enforceable between 0800 hours and 1800 hours, Monday to Saturday. The presence of these parking bays reduces the residual carriageway width on Sussex Road to some 7.0 metres, which is still suitable to easily accommodate two-way vehicle movement.
- 2.1.15 Away from these marked parking bays, Sussex Road locally to the site is generally subject to single yellow line parking restrictions, enforceable between 0800 hours and 1800 hours, Monday to Saturday.

3 ACCESSIBILITY CREDENTIALS

- 3.1.1 The site is in a highly accessible location, being located within MSDC's defined town centre area, a short walk (120 metres) from the primary shopping area of Haywards Heath at South Road. The site is therefore located a short walk from various shops, services and employment destinations.
- 3.1.2 The accessibility credentials of the site, including local public transport connections is shown at following **Figure 3**.

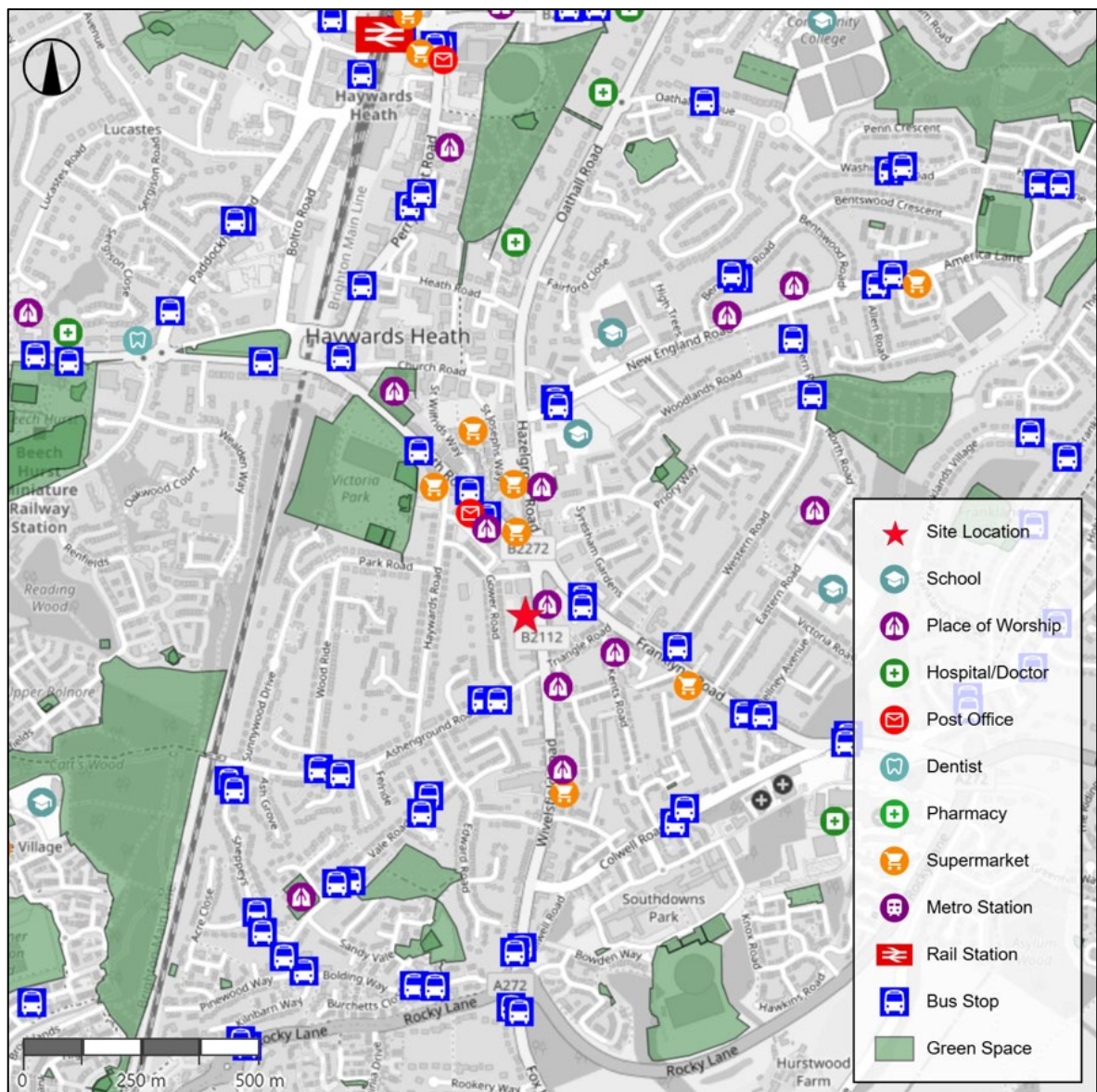


Figure 3 Site Accessibility Plan

- 3.1.3 A review of local bus and rail services is provided further below.

Bus

- 3.1.4 The nearest bus stops to the site are 'The Priory' bus stops on Franklynn Road, located within 250 metres of the site on-foot (a 2-minute walk). A summary of the principal bus services that call at these stops is provided in the following **Figure 4**.

Route No. / Operator / Summary		Typical Daytime Frequency	Hours of Operation (Weekday)
31 / 3A / 31B (Compass Travel)	Uckfield - Haywards Heath	Hourly	06:15 – 18:40
33 (Compass Travel)	Hurstpierpoint - Haywards Heath	Hourly	07:20 – 17:55
166 (Compass Travel)	Lewes - Haywards Heath	Every 2 Hours	08:10 – 17:59
270 (Metrobus)	East Grinstead - Brighton	Hourly	07:02 – 20:35
271 (Metrobus)	Crawley - Burgess Hill - Brighton (via Handcross and Cuckfield)	Every 1-2 Hours	05:39 – 22:16
272 (Metrobus)	Crawley - Burgess Hill – Brighton (via Ardingly and Lindfield)	Every 1-2 Hours	06:25 – 23:16

Figure 4 Summary of Local Bus Services from 'The Priory' Stops

- 3.1.5 It is apparent that the local bus stops provide access to bus routes that provide a good level of service to various local and wider destinations, including Brighton and Crawley.

Rail

- 3.1.6 Haywards Heath Rail Station is located some 1.4km from the site on foot (a 16-minute walk) and provides access to Southern, Gatwick Express and Thameslink services to a wide range of destinations, including London Victoria and Brighton.
- 3.1.7 A summary of selected destinations served and associated journey times from Haywards Heath is provided at following **Figure 5**. The list of destinations served is by no means exhaustive.

Destination Station	Daytime Frequency from Haywards Heath	Journey Time from Haywards Heath
Gatwick Airport	10 Services Per Hour	11 - 14 Minutes
Brighton	6 Services Per Hour	14 - 21 Minutes
London Victoria	6 Services Per Hour	45 - 49 Minutes
Littlehampton	2 Services Per Hour	60 Minutes
Eastbourne	2 Services Per Hour	39 – 45 Minutes
Worthing	2 Services Per Hour	37 Minutes

Figure 5 Summary of Rail Services from Haywards Heath Station

- 3.1.8 It is evident that rail travel from Haywards Heath offers frequent services to a range of key local and wider destinations, including high-frequency, direct services to London Victoria, Brighton and Gatwick Airport.

Walking and Cycling

- 3.1.9 As set out previously in this TPS, the local area is equipped with a network of good quality, lit footways that facilitate access within and around the centre of Haywards Heath – commensurate with a town centre environment. This includes a wide footway at the site frontage on Sussex Road. The site is located a short walk from the centre of Haywards Heath via good quality, lit footways.
- 3.1.10 As set out previously and as shown earlier at **Photograph 3**, there is a signal-controlled pedestrian crossing facility (Puffin crossing) located some 40 metres south of the site on Sussex Road, providing access to / from locations on the eastern side of Sussex Road, including the Franklynn Road car park.
- 3.1.11 A footpath connection is provided from the eastern side of Sussex Road (adjacent to Haywards Heath Baptist Church) that provides direct access to the Franklynn Road car park from Sussex Road, without requiring users to route further north in order to access the car park via Franklynn Road.
- 3.1.12 The footpath connection from the Franklynn Road car park to Sussex Road is shown at following **Photograph 4**.



Photograph 4 Footpath Link Between Franklynn Road Car Park and Sussex Road

- 3.1.13 Use of the above-mentioned signal-controlled crossing facility (**Photograph 3**) and footpath link (**Photograph 4**) provides a safe and convenient walking route between the Franklynn Road car park and the site – a walking distance of approximately 150 metres (2-minutes or so).
- 3.1.14 The site is also located just 190 metres on foot (a 2–3-minute walk) from the Gower Road public car park, which is easily accessible via the existing footway network north of the site without requiring the crossing of Sussex Road. The Franklynn Road and Gower Road car parks are shown in the photographs below.



Photographs 5 & 6 Franklynn Road Car Park (Left) and Gower Road Car Park (Right)

- 3.1.15 A plan showing the recommended walking routes to the Franklynn Road and Gower Road car parks is provided at following **Figure 6**. A copy of this plan (or an equivalent version) will also be provided within a communal area of the site and disseminated to all parents and staff at the nursery.

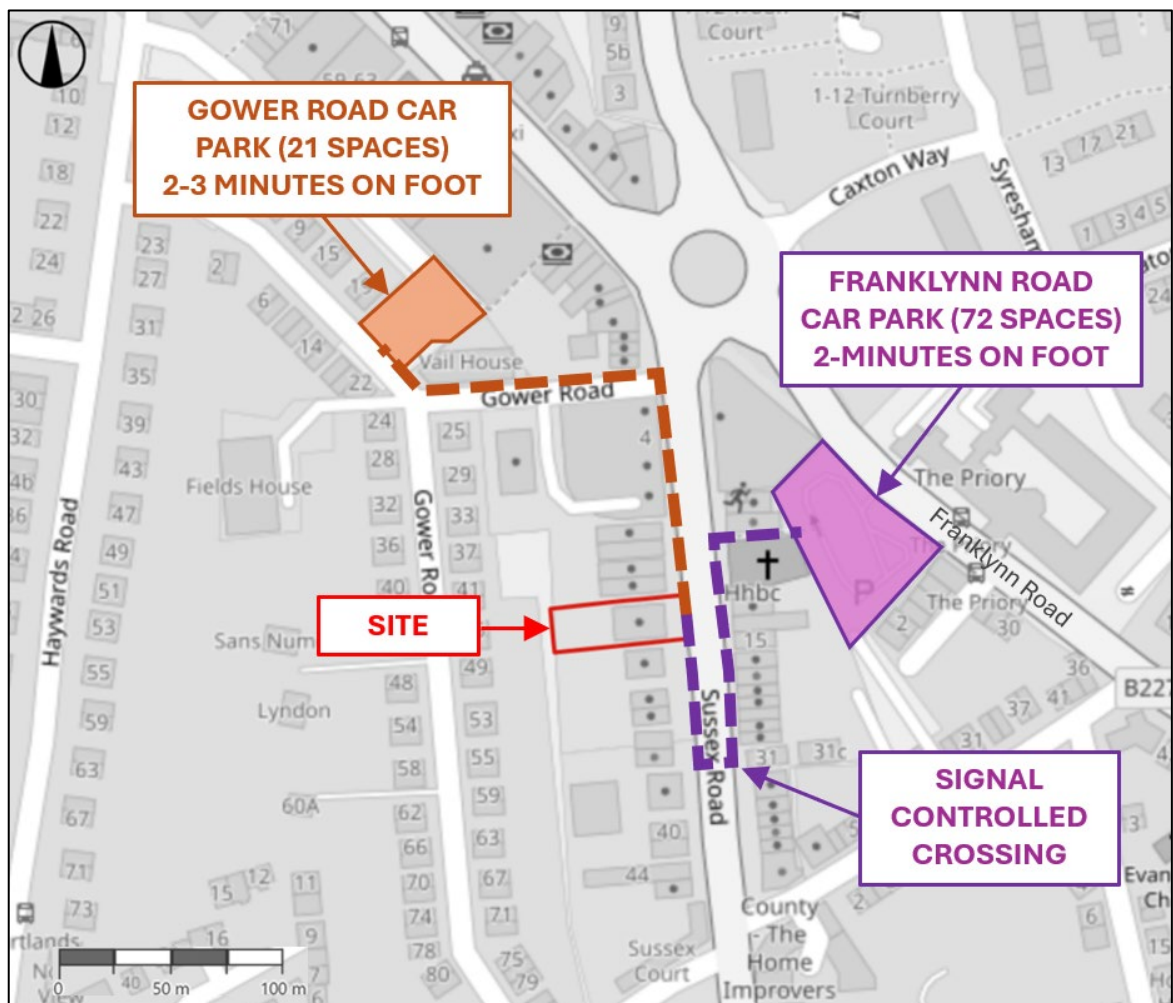


Figure 6 Walking Routes Between Site and Nearest Public Car Parks

- 3.1.16 Much of the local area is also considered conducive to cycling, with a 30mph speed limit in place along the majority of roads within the area and a network of relatively lightly trafficked, lit residential streets being in-place to the east and west of the main arterial routes such as Sussex Road.

3.2 Summary of Accessibility Credentials

- 3.2.1 The above review demonstrates that the site is very well located in relation to its proximity to the centre of Haywards Heath and surrounding areas, as well as local public transport services and active travel infrastructure, enabling trips to and from the site to be undertaken by modes other than the private car.

4 TRVEL PLAN AIMS AND OBJECTIVES

- 4.1.1 It is now widely accepted that it is not possible to build our way out of congestion. Instead, the approach has to be to reduce the need to travel by increasing travel choice and awareness, therefore the overall aim of this Travel Plan Statement is:

To reduce reliance upon the private car, by effecting a change in attitude to travel by increasing awareness of sustainable travel modes and their associated benefits.

- 4.1.2 To achieve this aim, objectives should be provided that reflect the challenges of the site and focus the role of the Travel Plan Statement. For the development site, the objectives are:

Objective 1 - Promote and actively encourage sustainable travel to and from the site

Objective 2 - Provide the on-site infrastructure to facilitate sustainable travel

5 TRAVEL PLAN MEASURES AND INITIATIVES

- 5.1.1 A combination of 'hard' infrastructural and 'soft' information-led measures is necessary to encourage staff and parents to switch / retain their travel mode.

5.2 Travel Information

- 5.2.1 The most important single element is the dissemination of travel information. A principal reason for not travelling sustainably is uncertainty over the available routes for walking and cycling and unawareness of the timetable and ticket/pricing information related to public transport use.

- 5.2.2 Information pertaining to all modes of transport available for journeys to and from the site will be displayed on a noticeboard within the site. The Travel Information noticeboard's content will be reviewed regularly for relevancy and accuracy.

- 5.2.3 The following information would be displayed on the Travel Information noticeboard:

- (i) Local walking and cycling routes, including walking routes to local car parks;
- (ii) Public transport fares, timetables and route maps;
- (iii) Posters illustrating the health, financial and environmental benefits of sustainable travel;
- (iv) Details of local car share scheme(s);
- (v) Details of cycle purchase / discount schemes;

- 5.2.4 This information would also be communicated to new staff and parents seeking to enrol their child at the site through the induction procedures to enable users to make informed travel choices prior to establishing car-based travel habits. This can also be used as a tool to demonstrate the financial incentives of sustainable travel.

5.3 Local Staff Recruitment Policy

- 5.3.1 Staff will be recruited from the local area wherever possible. It is generally accepted that once the travel patterns of individuals have been established it is more difficult to encourage them to change from using their private car to more sustainable modes of transport. A vital element of the TPS therefore is to target potential new staff locally and to highlight the benefits of using more sustainable modes of transport from the outset.

- 5.3.2 The adoption of a local employment policy when recruiting staff acts to facilitate non-car use as far as reasonable. Reliance on the private car is reduced as realistic alternative modes of travel, such as bus, cycling and walking will be available.

- 5.3.3 Nursery staff would also be advised during the recruitment process that no car parking provision is available at the site - aside from limited parking provision (3 spaces) on a strict allocation basis.

5.4 Marketing and Promotion

- 5.4.1 A vital element of the TPS is to ensure that site users are aware of the travel planning initiatives to encourage them to use sustainable modes of transport. The concept of the TPS will be reinforced on a regular basis via staff training, staff and parent communications and promotion of the travel planning initiatives.

5.5 Cycle Related

- 5.5.1 Cycle parking will be provided on-site for all users of the development. This will comprise 5 secure, covered Sheffield stands (i.e. 10 spaces) located close to the front of the site. If demand warrants, additional provision will be sought to be provided by the nursery operator.

- 5.5.2 In addition to the on-site cycle parking provision, there are several other cycle initiatives that can contribute to increasing the use of this mode. The nursery operator will explore the feasibility of offering employees the purchase of a bicycle through a 0% interest loan (cycle to work scheme). The 1999 Finance Act introduced a scheme whereby employers can loan bicycles and cycle equipment to staff as a tax-free benefit. There are numerous benefits of cycle to work schemes for both the employee and employer.

- 5.5.3 The main benefits to the employee are as follows:

- (i) Reduced cost of purchase of a bicycle, equivalent to saving on Income Tax and National Insurance;
- (ii) Spread the cost of purchase over 12 months;
- (iii) Improved health and fitness; and
- (iv) Purchase of the latest bicycle equipment.

- 5.5.4 The main benefits to the employer are as follows:

- (i) VAT on the purchase is redeemable;
- (ii) Saving on National Insurance due to salary sacrifice; and
- (iii) Increased staff retention and productivity.

- 5.5.5 Additional cycle related measures that could be implemented and will be investigated by the nursery operator include:

- (i) Cycle training classes;
- (ii) Bike doctor (maintenance) sessions;
- (iii) Bicycle user group / cycle buddies; and
- (iv) On-site puncture repair kit and bicycle pump.

5.6 Buggy Store

- 5.6.1 A buggy / pram storage area would also be provided at the site, enabling parents to leave these items at the site during the course of the day, further encouraging and facilitating non-car trips to and from the site.

5.7 Car Sharing Database

- 5.7.1 A staff car sharing database will be set-up, allowing staff who show an interest in car sharing to identify other colleagues interested in doing so.
- 5.7.2 Whilst staff will be recruited from the local area wherever possible - and would therefore likely travel by public transport or active travel modes in any event - this measure will be beneficial to staff that may require use of a car and will still offer some reduction in overall vehicular mileage against single-occupancy car journeys.

5.8 Effectiveness of Travel Plan Measures

- 5.8.1 The specified measures and initiatives should act to achieve the overall aim of the TPS, consequently increasing the use of sustainable modes and reducing single-occupancy vehicle trips. The nursery operator will however be free to implement further measures as deemed appropriate to help achieve this aim.

5.9 Action Plan

- 5.9.1 The above measures will be implemented and funded by the nursery operator following occupation of the site, aside from the 'hard' infrastructure measures (cycle parking, buggy store etc.) which will form part of the development's construction cost and will be in place prior to occupation.
- 5.9.2 The nursery operator will also be responsible for ensuring that relevant travel related information is kept up to date (e.g. public transport fares and timetables etc.) and for ensuring that there is sufficient budget to enable the measures to be implemented and kept up to date as necessary.

6 CAR PARKING MANAGEMENT PLAN

6.1.1 A number of car parking management measures would be implemented at the nursery, as set out below.

6.2 Local Staff Recruitment

6.2.1 As set out above, a local staff recruitment policy would be implemented, whereby staff would be recruited from the extensive residential areas locally to the site wherever possible. These areas are easily accessible on-foot, and it is anticipated that the vast majority of staff would therefore walk or cycle (or use public transport) to reach the site.

6.2.2 Indeed, in RGP's and the Applicant's experience of nursery sites, the vast majority of nursery staff do not drive and instead travel to work by non-car modes. Any staff that are not local to the site and still require use of a car would be likely to car share.

6.2.3 Nursery staff would be advised during the recruitment process that no car parking provision is available at the site - aside from limited parking provision (3 spaces) on a strict allocation basis.

6.2.4 All remaining staff choosing to drive to work would be directed to park within one of the various local car parks within and around the centre of Haywards Heath.

6.3 Communication With Staff

6.3.1 As set out previously, three on-site car parking spaces would be provided at the front of the site adjacent to Sussex Road, broadly reflective of the existing provision in this area. These spaces would be allocated to selected members of nursery staff only (likely the nursery manager and assistant managers). The spaces will be signed and / or marked accordingly.

6.3.2 No other nursery staff (or parents) would be permitted to park on the site at any time and this would be made clear to all staff prior to and during their employment. This will be clearly communicated to staff through the standard enrolment and induction procedures and will be set out within staff contracts. This will also be communicated on the Travel Information noticeboard at the site.

6.3.3 Whilst staff will be sought to be recruited locally and will be encouraged to travel by non-car modes in the first instance, any staff that do drive to the site would be instructed to park in local public car parks. The exception to this would be three allocated staff cars (likely the nursery manager and assistant managers) who would have the option of parking within the on-site parking spaces at the front of the site.

6.3.4 No parents / guardians dropping off or collecting children would be permitted to park on-site at any time. This would be clearly communicated prior to a child's enrolment at the nursery and in perpetuity, as set out below.

6.3.5 The provision of zero drop-off or pick-up provision on the site will mitigate against potential opportunistic parking and will ensure there is no possibility for confusion amongst parents in this respect.

6.4 Communication With Parents

- 6.4.1 The car parking arrangements for the nursery will be clearly communicated to parents during the enrolment process and in perpetuity. In particular, it will be reiterated that there is no drop-off / pick-up provision available at the site whatsoever and parents will instead need to park in the various local public car parking areas. In particular, parents will be directed to the Franklynn Road car park, which is located some 2-minutes walk from the site.
- 6.4.2 Parents will be instructed to park only in designated parking locations and to not park in any restricted or inappropriate locations at any time.
- 6.4.3 A plan (**Figure 6** or equivalent) of the safe walking routes between the site and the nearest public car parks (including Franklynn Road and Gower Road) will be provided to all parents and this plan will also be on display at a communal area of the site (likely on the Travel Information noticeboard). The advertised walking routes will incorporate the signalised crossing on Sussex Road for routes between the site and parking areas east of Sussex Road (including the Franklynn Road car park).
- 6.4.4 The above will be continually communicated by way of email / postal correspondence and verbally as required. Noticeboards and signage will be provided within a communal area of the site to further reiterate the above.

6.5 Car Parking Information

- 6.5.1 Details of local car parks will be clearly displayed at the site (likely on the Travel Information noticeboard). This will include the following car parks:
- (i) Franklynn Road Car Park;
 - (ii) Gower Road Car Park;
 - (iii) East Car Park;
 - (iv) Hazlegrove Car Park; and,
 - (v) West Car Park.
- 6.5.2 The information to be provided will include the car park's location (post code, access point etc), number of spaces, charging arrangements (cost / payment methods), duration of stay limits, EV charging facilities, and details of any parent and child bays.
- 6.5.3 A plan will also be provided (**Figure 6** or equivalent) showing safe walking routes to / from the nearest car parks and the approximate journey times on foot from the site.

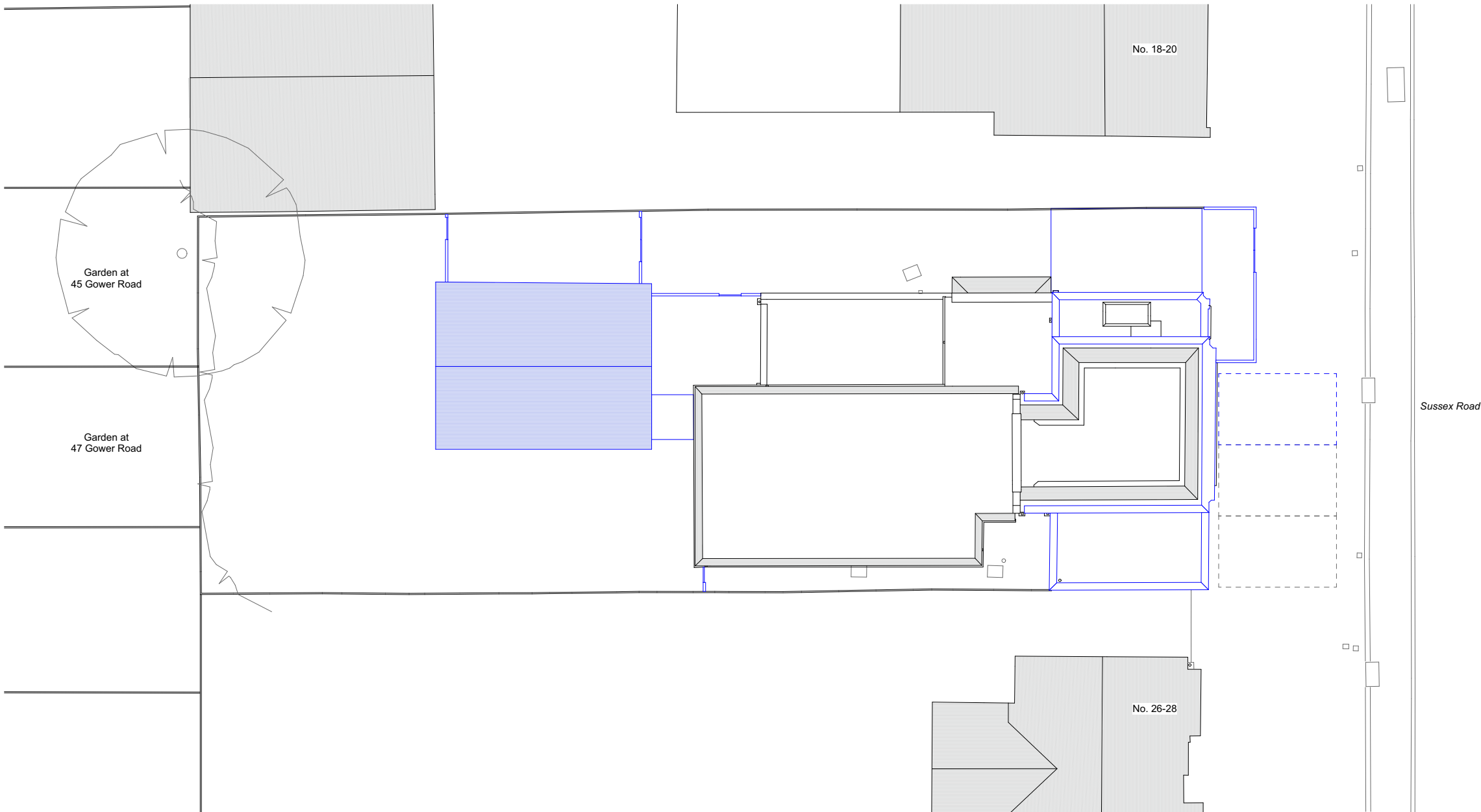
6.6 Travel Planning

- 6.6.1 Parents and staff will be encouraged to travel by non-car modes of transport wherever possible though implementation of the measures set out at Chapter 5.

6.7 Complaints

- 6.7.1 A complaints log will be set up and managed by nursery staff. This will set out any traffic and transport related complaints raised. Contact details (name / email / telephone) for the nursery will be provided at the front of the site. The nursery manager will acknowledge receipt of any complaints within 1 business day. The nursery manager will then investigate the complaint with the team and respond to the complainant within 28 days. The nursery manager will keep a log of complaints and actions taken to resolve them.

APPENDIX A



Notes

DRAFT
08.05.26

00 - WIP
Rev Date Purpose

Project
Haywards Heath

Client
Eamonn O'Connor

Drawing Title
Site Plan
Proposed

Drawing No.
028-SCS-P-GA-101

Scale
1:200 @ A3

Status
Not in Transmittal Set

Revision
00 - WIP

Issue date
Work in Progress

Drawn by
MV

Checked by
SC

All demolition and construction work subject to Structural Engineer's design. Do not proceed without coordinated structural design information.

Development subject to Planning Consent, Building Control approval and Party Wall awards. All dimensions to be checked by Contractor prior to procurement, manufacture or construction.

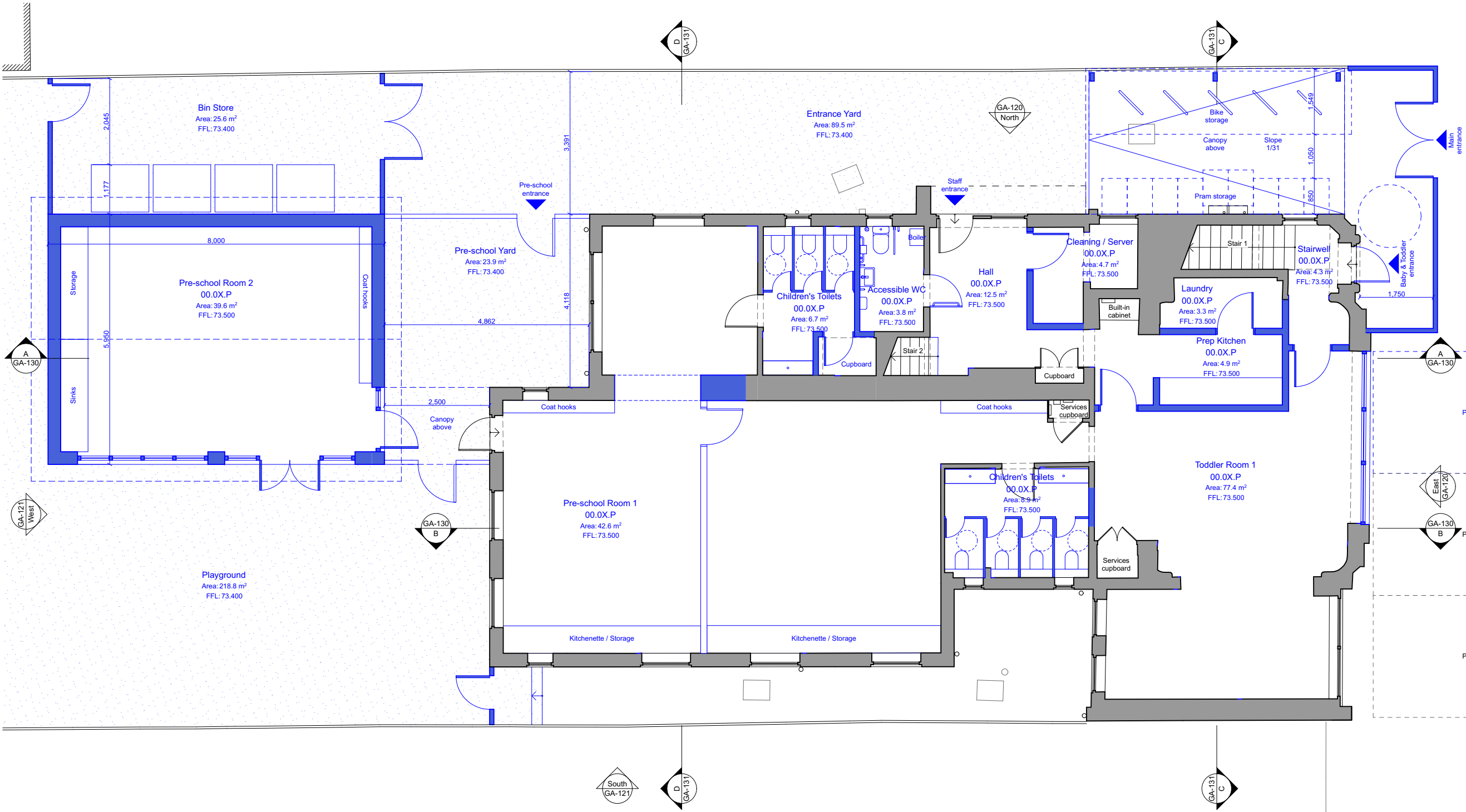
Do not scale from this drawing for construction purposes. All dimensions to be checked on site. Any ambiguities or discrepancies in dimensions outside of stated tolerances be reported to the Architect.



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Notes

DRAFT

08.05.26

00 - WIP

Work in Progress

Not in Transmittal Set

Rev

Date

Purpose

Project

Haywards Heath

Client

Eamonn O'Connor

Drawing Title

Ground Floor Plan Proposed

Drawing No.

028-SCS-P-GA-110

Scale

1:100 @ A3

Revision

00 - WIP

Drawn by

MV

Status

Not in Transmittal Set

Issue date

Work in Progress

Checked by

SC

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