



WICKENDEN MANOR, CHILLING STREET

TRAVEL PLAN STATEMENT

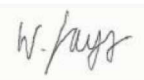
July 2026

Netherall Education Association

MIXED USE DEVELOPMENT
WICKENDEN MANOR
CHILLING STREET

TRAVEL PLAN STATEMENT

CONTROLLED DOCUMENT

Document No:		179.0004/TPS/ P1	
Status:	Original	Copy No:	
	Name	Signature	Date
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Approved by:	James Rand		September 2020

Revision Record					
Rev.	Date	By	Summary of Changes	Chkd	Aprvd
P1	23.07.26	AGC	Updated Proposal	WJF	WJF



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MIXED USE DEVELOPMENT
WICKENDEN MANOR
CHILLING STREET

TRAVEL PLAN STATEMENT

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1. INTRODUCTION

- 1.1 This Travel Plan Statement (TPS) has been prepared by Paul Basham Associates on behalf of Netherall Education Association to support a planning application for a revised design of the existing Wickenden Manor for an extension and reconfiguration of the site.
- 1.2 Paul Basham Associates have prepared a Transport Statement (TS) to support the planning application which should be read alongside this TPS.
- 1.3 The application site is demonstrated in **Figure 1**, with the masterplan attached as **Appendix A**.



Figure 1: Site Location

Purpose of the Travel Plan Statement

- 1.4 A TPS is a strategy for managing travel demand to a development site by addressing the travel needs of its future users, reducing the impact of car travel by promoting and facilitating the use of sustainable modes of transport, encouraging a reduced need to travel and increasing sustainable travel practices where appropriate.

- 1.5 A TPS is an evolving process initiated by a front-loading exercise through site visits, the completion of a TP, and frequent meetings and conversations between its authors (Paul Basham Associates), the client (Netherall Education Association), the Local Planning Authority (Mid- Sussex District Council (MSDC)) and the Highways Authority (West Sussex County Council (WSCC)). As such the TPS will develop over time from feedback received from staff and visitors.

Travel Plan Statement Principles

- 1.6 A TPS must be Transparent, Realistic, Achievable, Committed, Enforceable and Sustainable (TRACES). This TPS therefore aims to document sustainable travel measures and practices within the vicinity of the development site, encapsulating these within a wider strategy of measures, along with an implementation and monitoring strategy.

Travel Plan Statement Objectives

- 1.7 In pursuit of reducing the potential impact of car travel, the need to travel by car and increase sustainable travel practices, this TPS will be supported by a number of objectives, as set out in **Table 1**. Due to the nature of the development site, staff and visitors of the site will be encouraged to walk, cycle and use the available public transport.

Objective Number	Objective
1	To support the development as part of a sustainable community.
2	To facilitate and encourage the use of sustainable travel modes in preference to the use of the private car.
3	Continually develop, implement, evaluate and review the progress of the Travel Plan.
4	To promote and improve awareness of the Travel Plan process to all staff and visitors to the site.

Table 1: Travel Plan Objectives

Travel Plan Structure and Approach

- 1.8 The remainder of this TPS will cover the following elements:
- **Chapter 2:** Travel Plan Policy
 - **Chapter 3:** Existing Conditions and Site Accessibility
 - **Chapter 4:** Proposed Development
 - **Chapter 5:** Indicative Baseline and Target Travel Patterns
 - **Chapter 6:** Travel Plan Statement Strategy
 - **Chapter 7:** Implementation and monitoring
 - **Chapter 8:** Summary and Conclusions

2. TRAVEL PLAN POLICY

2.1 The objectives of this TPS have been designed to work alongside those set at national, regional and local levels. For reference these objectives particularly relate to:

- National Planning Policy Framework (NPPF);
- West Sussex Transport Plan 2011-2026; and
- Mid Sussex Local Plan 2014.

National Planning Policy Framework (NPPF)

2.2 The NPPF (February 2019) acts as the central guidance for development planning and replaces national planning policy guidance including Planning Policy Guidance 13 (PPG13): Transport. As defined in the NPPF's Annex 2: Glossary, a Travel Plan is 'a long term management strategy for an organisation or site that seeks to deliver sustainable transport objectives and is regularly reviewed' and is a requirement for developments which generate a significant amount of movement. The following NPPF paragraphs are relevant to the Travel Plan:

Transport issues should be considered from the earliest stages of plan-making and development proposals, so that:

- *The potential impacts of development on transport networks can be addressed;*
- *Opportunities from existing or proposed transport infrastructure, and changing transport technology and usage, are realised – for example in relation to the scale, location or density of development that can be accommodated;*
- *Opportunities to promote walking, cycling and public transport use are identified and pursued;*
- *The environmental impacts of traffic and transport infrastructure can be identified, assessed and taken into account – including appropriate opportunities for avoiding and mitigating any adverse effects, and for net environmental gains; and*
- *Patterns of movement, streets, parking and other transport considerations are integral to the design of schemes, and contribute to making high quality places.*

(NPPF Para.102)

The planning system should actively manage patterns of growth in support these objectives. Significant development should be focused on locations which are or can be made sustainable, through limiting the need to travel and offering a genuine choice of transport modes. This can help to reduce congestions and emissions, and improve air quality and public health. However, opportunities to maximise sustainable transport solutions will vary between urban and rural areas, and this should be taken into account in both plan-making and decision-making.

(NPPF Para.103)

All developments that will generate significant amounts of movement should be required to provide a travel plan, and the application should be supported by a transport statement or transport assessment so that the likely impacts of the proposal can be assessed.

(NPPF Para. 111)

Planning policies and decisions should sustain and contribute towards compliance with relevant limit values or national objectives for pollutants, taking into account the presence of Air Quality Management Areas and Clean Air Zones, and the cumulative impacts from individual sites in local areas. Opportunities to improve air quality or mitigate impacts should be identified, such as through traffic and travel management, and green infrastructure provision and enhancement. So far as possible these opportunities should be considered at the plan-making stage, to ensure a strategic approach and limit the need for issues to be reconsidered when determining individual applications. Planning decisions should ensure that any new development in Air Quality Management Areas and Clean Air Zones is consistent with the local air quality action plan.

(NPPF Para.181)

West Sussex Transport Plan 2011-2026 (LTP3)

- 2.3 The West Sussex Transport Plan acts as a guidance for the county of West Sussex setting out its 4 main objectives including; promoting economic growth, tackling climate change, improving accessibility and improving safety, health and security. The following West Sussex Transport Plan 2011-2026 paragraphs are relevant to the Travel Plan:

Within the four main objectives set out by WSCC, 'Tackling climate change' relates to the propose of this TP and how it can be achieved is demonstrated below:

Support new low emission fuels, infrastructure and technologies by:

- Promoting the use of cleaner fuelled vehicles through promotional activities and using cleaner fuelled vehicles in the County Council fleet as a best practice example to others.

Reduce unnecessary trips by motorised vehicles and encourage the use of more sustainable modes of transport by:

- using Travel Wise promotional activities to encourage the use of existing and new facilities
- continuing to support travel behavioural change programmes which can encourage use of existing facilities in partnership with local communities
- continuing to secure travel plans for new residential and employment developments
- encouraging members of the community to work with existing groups to instil positive changes in travel behaviour and nurture a culture which embraces sustainable travel

To encourage and enable physically active travel such as walking and cycling through behaviour change initiatives and provision of information and education.

Mid Sussex District Plan 2014- 2031

- 2.4 The Mid Sussex District Plan 2014-2031 sets out a vision for how Mid Sussex wants to evolve and deliver a strategy for how that will be achieved over the coming years. The District Plan seeks to achieve sustainable development in accordance with paragraph 10 of the National Planning Policy Framework, which requires Plans to take local circumstances into account so that they respond to the opportunities for achieving sustainable development. In relation to this TPS, in Mid Sussex, sustainable development means that it:

- a) improves quality of life, wellbeing and the conditions in which people live, work, travel and take leisure; and
- b) Increases opportunities to walk, cycle or use public transport, including as part of the green infrastructure network.

3. EXISTING CONDITIONS AND SITE ACCESSIBILITY

- 3.1 This section of the TPS will assess the proposed development site's existing conditions and accessibility to local amenities. The existing site consists of a large manor house and associated grounds also containing two additional dwellings and outbuildings. The site is currently used for guest retreats, educational stays and as a conference centre.
- 3.2 The site sits within the High Weald Area of Outstanding Natural Beauty (AONB) and adjacent to the Ashdown Forest Special Protection Area (SPA). Given the location and nature of the site, it is surrounded by typically rural land.
- 3.3 Wickenden Manor is located within West Sussex County and is located approximately 6km south of East Grinstead and 11km south east of Crawley. The site is currently accessed through two separate vehicle access points onto Chilling Street.
- 3.4 Chilling Street is rural in nature with low traffic volume and varies in width between approximately 3.5m and 5m. Chilling Street connects to Plawhatch Lane and Top Road approximately 670m to the north of Wickenden Manor which in turn provides access to Sharpthorne and West Hoathly to the west and to the A22 approximately 3.6km to the east from the junction with Chilling Street. The existing conditions on Chilling Street are demonstrated in **Photographs 1 and 2**.



Photographs 1 & 2: Existing Conditions on Chilling Street

- 3.5 To the south Chilling Street connects to Cinder Hill Lane and Waterbury Hill which in turn connects to Horsted Keynes approximately 3.8km south of Wickenden Manor and Keysford Lane, which continues towards Haywards Heath c.9km south west of the development site. The local road network provides a strategic and convenient route for school minibus services that will accommodate the majority of trips to and from the site.

- 3.6 Although the site is not directly accessed through a dedicated cycle route the surrounding roads and their low trafficked nature makes them conducive for cycling. National Cycle Route 21 runs north of the site through East Grinstead. This route connects to Crawley, Eridge, Heathfield and eventually to Eastbourne. This cycle route in relation to the development site location is shown in Figure 2

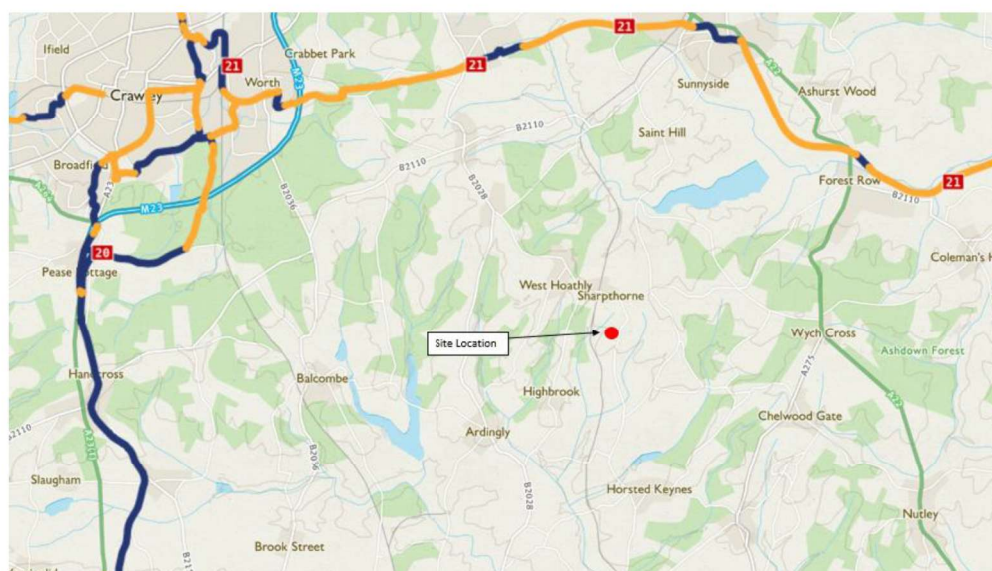


Figure 2: National Cycle Routes in Proximity to Site

- 3.7 Given the site's rural location and its nature as a remote retreat, the site is not particularly accessible through sustainable modes of transport and is not supported by rail, bus or pedestrian infrastructure. However, the site is accessible through the local road network and has been in operation for many years. This provides a strategic route for school minibus services to access the site.
- 3.8 The closest bus stop is 'Station Road' and is located on Top Road, 1.8km from the site and accessible via a 23-minute walk or an 8-minute cycle. This bus stop provides a waiting area, a flag pole and bus timetable information. From this bus stop the bus service 84 operates from Monday to Saturday providing five services per day in the eastbound and westbound directions.
- 3.9 The nearest railway station is Horsted Keynes approximately 4km south of the site, accessed via a 17-minute cycle ride, or six-minute drive. It is noted that some visitors may choose to travel to the site from this station via taxi services.
- 3.10 The site is currently accessed from Chilling Street through the use of two separate vehicular access points. The main entrance is located on the south east corner of the site and is shown within Photograph 3.



Photograph 3: Existing Main Vehicle Access

- 3.11 The main vehicle access is constructed to a good standard with a tarmac road leading into the site and to the manor house. The access road is of suitable width to allow two vehicles to pass one another concurrently.
- 3.12 Approximately 290m north of the main access point a separate vehicular access also exists for staff only, this is also provided directly onto Chilling Street and is shown within **Photograph 4**.



Photograph 4: Existing Staff Vehicle Access

- 3.13 The existing access points will remain unaltered as a result of the development on this site. In order to assess the existing highway safety situation within the vicinity of both access points an investigation into traffic incident history on Chilling Street was undertaken for the most recent 5-year period (2019-2023). This search indicated that no traffic incidents have been recorded within a 600m proximity of either access point over the most recent 5-year period. For this reason, no highway safety issues that could worsen as a result of this development have been identified and the existing access points are considered suitable to support the redevelopment of this site.

4. DEVELOPMENT PROPOSALS

- 4.1 As mentioned, the existing site has operated for many years and currently consists of a manor house, stables, two dwellings including the lodge and other outbuildings as well as extensive grounds. The site is currently used as a retreat, for education purposes and as a conference centre. This application related to a revised design of the existing Wickenden Manor for an extension and reconfiguration of the site. It is important to highlight elements from application DM/20/4179 are still to be carried out as detailed below.
- 4.2 This revised application presents the proposal in the format of three user groups, the staff, the guests and the priests. Students who visit and stay on the premises are characterised under the 'guests' category.
- 4.3 The main changes from the previous proposal are identified below:
- The massing wraps around the existing west building on three sides currently preserving the space occupied by the conservatory will be used as a new entrance to the courtyard for guests
 - The manor is to be extended to the west to accommodate vertical circulation and connection to the first floor of the west building
- 4.4 Previous proposal changes to be carried out:
- Extension to the lodge via the erection of a conservatory
 - Extension and change of use of stables to create further accommodation for young people and their activities
 - New hard surface basketball & tennis court
 - Installation of solar panels within the Walled Garden
- 4.5 The change in floor area within the existing manor house as a result of the revised proposal is demonstrated within **Table 2**. The new revised plan will provide 19 single en-suite guest bedrooms including 2 accessible.

	Existing	Proposed
Manor House Floor Area (sq/m)	1,792	2,150

Table 2: Manor House Floor Area

- 4.6 **Table 2** shows that as a result of the redevelopment the manor house floor area will increase by 358 sq/m. The redevelopment of the manor will provide a total of three additional rooms. An overall accommodation schedule for the Wickenden Manor is shown within **Table 3**.

	Existing Rooms	Proposed Rooms
Manor	16	19
Lodge	11	13

Table 3: Manor Accommodation Schedule

- 4.7 The existing bedroom layout is proposed to remain unchanged with the exception of minor modifications to enhance functionality. Whilst the number of overall rooms will increase by three within the manor the actual number of beds across the manor and lodge is due to increase by five beds as a result of the proposals.
- 4.8 The proposals will also support the educational facilities at the site and allow young people to utilise the facilities and grounds of Wickenden Manor for educational learning. Therefore, as part of the proposals the existing stables located to the southwest of the manor will be redeveloped to provide additional accommodation for students.
- 4.9 The proposals to redevelop the stables comprises of plans to provide three en-suite bedrooms for leaders and three dormitories with the capacity to host a total of 26 people. These plans also include showers, changing rooms, dining rooms and kitchen facilities. A lounge and study area are also included within the plans for the redevelopment of the stables.
- 4.10 The lodge, to the north of the site will also be subject to minor redevelopment as part of the proposals. A conservatory will be added to the lodge to provide additional meeting and teaching space to compliment the existing accommodation in this building.
- 4.11 Other facilities including the development of a hard surface basketball and tennis court in the proximity to the existing tennis court on the site will be provided to enhance the offering to students and guests. Solar panels will also be installed as part of the redevelopment to ensure that the manor can operate more sustainably.

- 4.12 The existing private estate has a network of existing roads and footways connecting the manor house, annexe, lodge and stables which will remain as existing as part of the redevelopment. The staff and priest parking area is to be accessed separately from the north access. The refuse vehicle is to enter the staff parking area only where the refuse store would be accessed. It is understood that the refuse stores at the staff parking are to service the entire site.

5. INDICATIVE BASELINE AND TARGET PATTERNS

- 5.1 The main objective of this TPS is to engage with and encourage visitors and staff to use sustainable modes of travel when travelling to and from the site. The existing site is based in a rural location with limited pedestrian and cycle infrastructure. The location of the site is the key determining factor of how staff and visitors travel to and from the site.
- 5.2 It is noted that the site is currently in operation and the proposed uses on site will not be altered significantly as a result of the development proposals therefore certain travel patterns are already established for visitors and staff members.
- 5.3 A proportion of staff stay on-site, reducing the need to travel, and a large proportion of visitors are school groups travelling via minibus to the site, reducing the impact of the development and the number of single occupancy vehicle trips to and from the site. Given the specific nature of the site and existing travel patterns, the way in which the staff and visitors currently travel currently is considered to be sustainable given the rural context.
- 5.4 A staff travel survey will be carried out prior to the development to establish the baseline travel patterns of staff and the travel patterns of visitors to the site will be continually monitored through surveys throughout the lifetime of the TPS.
- 5.5 It is proposed that the sustainable travel patterns currently practised on site will be reinforced and built upon through the promotion of this TPS. Any new staff members or visitors of the site will be made aware of the sustainable travel modes available to them. These travel practices will be supported and reinforced through a number of measures set out in **Section 6**.

6. TRAVEL PLAN STATEMENT STRATEGY

- 6.1 The following section proposes a package of measures to be adopted and refined by the TPC throughout the lifetime of the TPS. The measures are strongly influenced by the site location, nature of the development and the travel plan objectives and targets and local and national policy.

Key stages: Preliminary

- 6.2 In order to meet the aims and objectives of this TPS a number of measures are essential to be completed at an early stage. Completing these tasks would help to embed the TPS within the development. Prior to operation of the site the TPC should complete all preliminary tasks identified in the Action Plan.
- 6.3 The preliminary stages identified in the Action Plan should commence 3 months prior to the development becoming operational. The client, Netherall Education Association, would be required to appoint a TPC, whose details would be given to WSCC's Travel Plan Officer (TPO). The TPC would be a senior member of staff located on the premises.
- 6.4 Although it has been stated that most of the staff and visitors have established travel patterns, it is important to influence new staff and visitors travel behaviour early on before their travel habits have been established. Steps can be taken to target the staff and visitors and provide travel advice on sustainable travel modes.

Key stages: At Initial Operation

- 6.5 When the site starts to operate staff would be supported to travel sustainably through staff newsletters, posters and the travel plan website to encourage travel behaviour changes and update the staff on the progress of the TP.
- 6.6 Visitors of the site will also be informed of sustainable methods of travel to and from the site through a site notice board and communication with staff members.

Key Stages: 5 Years Following Initial Operation

- 6.7 The TPS would become active following first operation of the site and would remain active for a period of 5 years following this point. Although a senior member of staff would be appointed TPC it is hoped staff would take over the day to day implementation of the TPS and for it to become firmly embedded within the site. This ensures new staff employed by the manor still receive the TPS promotion material and have the opportunity to change their travel habits before habits have formed.

- 6.8 During the lifetime of the TPS the Action Plan agreed with WSCC at the preliminary stage would be expanded upon though the implementation of a variety of measures as set out in the following action plan. These measures would be confirmed through liaison with the staff, visitors and other key stakeholders.
- 6.9 The TPC would regularly engage with staff and visitors to ensure the work of the TPC can continue after the 5-year monitoring period had finished. The TPC would attend staff meetings or a steering group if such a group is created and this engagement would help ensure a seamless transition when the TPCs term is over.

Modal Measures: Walking and Cycling

- 6.10 Due to the nature of the local pedestrian infrastructure it would be unlikely that visitors from afield using the site for educational purposes would walk or cycle to the site. However, the staff and local visitors of the site would be encouraged to cycle to the site using the local road network and cycle routes. The use of E-bikes would also be promoted. This would allow staff and visitors to travel from further afield locations to and the site while using a sustainable mode of transport.
- 6.11 This TPS would encourage local walking and cycling through encouraging staff to become familiar with local walking and cycle routes early on by providing maps of the local area. The Bikeability scheme encouraged by WSCC will be promoted through the TPC for children over the ages of 10 to develop their skills and confidence to cycle safely on the roads.
- 6.12 The TPC would also promote a number of national, regional and local campaigns and events to further encourage walking and cycling. These include:
- Walk to Work Week (https://www.eauc.org.uk/walk_to_work_week)
 - Bike Week (<https://www.cyclinguk.org/bikeweek>)
 - West Sussex Cycle Journey Planner (www.westsussex.gov.uk/cycling)
 - Sustrans Big Pedal (<https://bigpedal.org.uk/>)
 - Bikeability (www.westsussex.gov.uk/roads-and-travel/road-safety/cycle-safety-courses-for-schoolchildren/)

Modal Measures: Public Transport

- 6.13 The site is not directly served by public transport links however it is possible that public transport could make up part of staff or visitors journey to the site. The closest bus stop is located Local bus stop is located 1.8km from the site, accessible via a 23-minute walk or an 8-minute cycle which provides the opportunity to promote local bus routes served at these stops. Information including details of bus routes, bus timetables and fares will be provided to all staff through newsletters. Staff and visitors will be informed of websites that provide relevant bus travel information such as Metrobus (<https://www.metrobus.co.uk/>).

Modal Measures: Car Sharing

- 6.14 Staff and visitors will be encouraged to car share using the 'West Sussex Car Share' to connect with other individuals in their community to organise lift shares. Private car share communities can be created on West Sussex Car Share to organise groups within a work or school environment or similar groups. More information can be found at: <https://liftshare.com/uk/community/westsussexcarshare> and this will be provided to the staff and visitors when the site becomes fully operational.

Modal Measures: Minibus

- 6.15 Visitors of the site, in particular school groups using the educational facilities at the site, will be encouraged to travel to the site via minibus or coach in order to reduce single occupancy vehicle trips. This is the most likely mode of transport for a number of vehicle trips to and from the site for educational purposes due to it being an established method of travel on the site.

Modal measures: Sustainable Private Vehicle Use

- 6.16 On occasions when single occupancy vehicle use is unavoidable, opportunities to promote sustainable private driving practices would be promoted.
- 6.17 Electric vehicles now have significant ranges, with some vehicles achieving up to 400 miles before needing to be recharged. In addition, manufacturers are confident in the batteries that they are now offering 8-year warranties on some models.
- 6.18 Hybrid vehicles combine both electric motors with a standard combustion engine providing a normal driving scenario with the addition of electric provision. Promotion of both electric and hybrid vehicles is becoming a key aspect of sustainable travel, and with Government grants available, this would be promoted as part of the TPC works.

Local Area and Other Site Users

6.19 This TPS should not evolve with the development in isolation to the local area and community. It is essential to maximise the use and enjoyment of the local area to provide an effective TPS. Successful cooperation with and promotion of the local area, its various facilities and key players would lead to a wide range of benefits including;

- Greater presence of local pedestrian and cycle activity;
- Greater understanding of the locale, and
- Greater understanding of local travel needs, trends and opportunities.

Communication and Marketing

6.20 Staff of the site will be provided with Travel Newsletters upon initial operation of the site. This newsletter will promote sustainable modes of travel and include useful information such as bus routes and times, car sharing schemes, local and national sustainable travel events and details of local walking and cycling routes. The TPC would provide staff with a site- specific website such as Paul Basham Associates Travel Planning Website, which would provide information on site accessibility and sustainable travel options. It could provide information on and promote the following, which would be maintained by staff in the long term:

- Introduction to the TPS;
- Accessibility Map;
- Walking, cycling and public transport links and journey planners;
- Key travel links such as the West Sussex Journey planner tool;
- TP newsletters;
- Local TP forum minutes; and
- Local news/advertisement/discounts

6.21 To accompany this TPS a proposed Action Plan has been developed and sets out the measures to be implemented by the TPC. The measures have been split into modes of travel and include the preliminary measures that would be undertaken by the TPC. Before the start of the TP the TPC would seek to approve the action Plan with WSCC's Travel Plan Officer (TPO), reviewing and revising measures as appropriate. The proposed Action Plan is shown in **Table 4**.

	Action	Responsibility	Timescale
Preliminary	Travel Plan coordinator (TPC) to be instructed and confirmed with WSCC.	Wickenden Manor	Prior to operation begins
	Contact WSCC's TPO for information on local travel events and confirm Action Plan.	TPC	3 months prior to occupation
	Relevant TP logo and identity established.		
	Confirm communication strategy including attendance at staff meetings, newsletters and webpage.		
	Prepare and distribute TP Newsletters to staff.		
	Provide a staff and visitor notice board.		
Walking/ cycling	Set up a TP website where local travel information can be shared with staff updating at appropriate intervals.	TPC	Ongoing
	Publicise local and national events and campaigns such as walk to Work Week, bike Week, Sustrans Big Cycle and Walk challenge.		
	Promote local and national cycle and walking routes and maps.		
Public Transport	Provide information on the local networks by publicising maps and timetables. Adding further information and photograph contributions from staff and visitors.		
	Prepare a cost comparison table for public transport against Single Car Travel.		
Car Sharing	Promote benefits of car sharing to staff and visitors.		
	Co-operation and co-ordination with local, regional or national campaigns and events such as Lift Share Week and West Sussex Car Share.		
Sustainable Vehicle Use	Provide information on fuel efficient and sustainable driving practices.		
	Provision of information about the local road network routes and faster journeys to key locations.		
Communication and Marketing	Prepare travel newsletters highlighting sustainable modes of travel.		
	Update TP website at frequent intervals.		
	Provide bi-annual newsletters updating staff and visitors on local travel news and any discounts and promotions.		
	Provide evidence of staff meetings discussing sustainable travel through the provision of meeting minutes.		

Table 4: Action Plan

Travel Plan Coordinator (TPC)

6.22 A Travel Plan Co-ordinator (TPC) would be appointed 3 months prior to the operation of the site who would liaise with WSCC to ensure the smooth operation of the TPS. The TPC would be responsible for the day to day implementation of the TP to ensure that it satisfies and meets the targets. A member of staff at Wickenden Manor will be appointed TPC with the aim to carry this on after the life of the TPS. As a staff member of Wickenden Manor, the TPC would have an understanding of staff and visitor travel patterns and be able to tailor the TP to suit their needs.

6.23 In addition, the role of the TPC specifically includes:

- Overseeing the development and implementation of the TP and maintaining support;
- Designing and implementing an effective marketing strategy and raising awareness;
- Staying informed on local, regional and national campaigns/promotions;
- Organising travel based newsletters and posters for the site notice board; and
- Acting as the point of call for all TP enquiries.

7. SUMMARY AND CONCLUTIONS

- 7.1 This Travel Plan Statement has been prepared by Paul Basham Associates on behalf of Netherall Education Association to support a planning application for a revised design of the existing Wickenden Manor for an extension and reconfiguration of the site.
- 7.2 A Travel Plan Statement is a strategy that supports national and local policies by supporting an increase in sustainable travel modes and the accessibility of a development. A Travel Plan Statement is an evolving process which requires monitoring and inputs from the Travel Plan Coordinator, staff, visitors and the developer to ensure that the sustainable travel methods are maintained.
- 7.3 Wickenden Manor is located within West Sussex County and is located approximately 6km south of East Grinstead and 11km south east of Crawley. The existing site consists of a large manor house and associated grounds also containing two additional dwellings and outbuildings. The site is currently used for guest retreats, educational stays and as a conference centre and sits within the High Weald Area of Outstanding Natural Beauty (AONB) and adjacent to the Ashdown Forest Special Protection Area (SPA). Given the location and nature of the site, it is surrounded by typically rural land.
- 7.4 Given the site's rural location, the site is not particularly accessible through sustainable modes of transport and is not supported by rail, bus or pedestrian infrastructure. However, the need to travel is reduced by the residential aspects of the development, and group travel is common the use of school minibus services to access the site.
- 7.5 The Travel Plan Statement's primary aim is to encourage sustainable travel practices and decrease the dependency on the single occupancy vehicle. This Travel Plan Statement has the target of maintaining staff and visitors sustainable travel methods while encouraging all new staff and visitors to travel via sustainable modes.
- 7.6 In order to meet the key objectives of the Travel Plan Statement a number of measures would be implemented by the Travel Plan Coordinator. Measures such as promoting the use of a minibus, car sharing and cycling will be carried out at the early stages of site operation to help maintain the sustainable travel habits.
- 7.7 The Travel Plan Coordinator would oversee the implementation of all aspects of the Travel Plan Statement and would work alongside staff and visitors to ensure that the correct measures are put in place and that the newsletters and additional information remains relevant.

Appendix A



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PROJECT WICKENDEN MANOR

DRAWING PA-0002 Site Plan PROPOSED

REVISION	REVISION	DATE
PLANNING	0	July 31st 2026

0m 15m 30m 45m 60m 75m

DRAWN LCH CHECK G8

STATUS Planning SCALE 1:750 @ A1