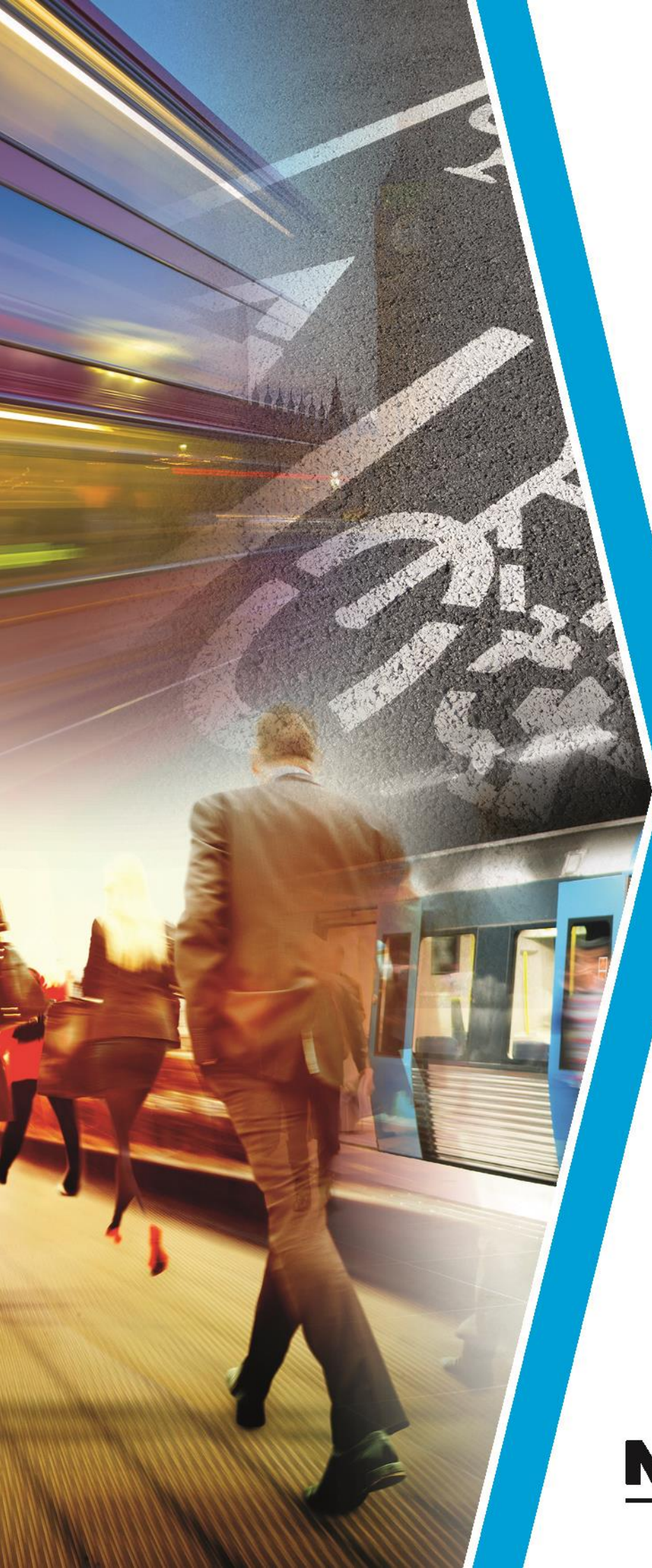




Proposed Residential
Development,

Land at Bird in Eye Farm,
South of Bird in Eye Hill,
Framfield, Uckfield,
TN22 5HA

Framework Travel Plan prepared
on behalf of Croudace Homes
Limited

July 2024

MILESTONE
TRANSPORT PLANNING

Proposed Residential Development, Land at Bird in Eye Farm, South of Bird in Eye Hill, Framfield, Uckfield, TN22 5HA

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1. Introduction & Scope of Travel Plan

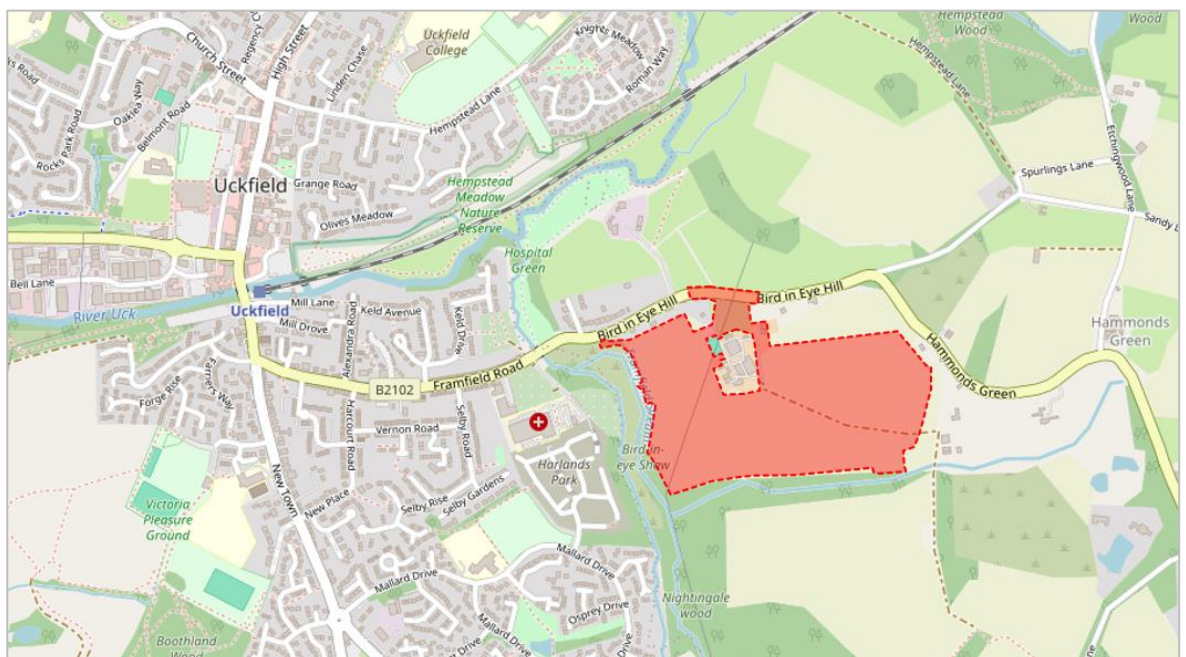
Introduction

- 1.1 This Framework Travel Plan ("TP") has been prepared on behalf of Croudace Homes Limited (the "applicant") to consider the highways and transport matters associated for an outline planning application for the erection of up to 190 dwellings, with associated works, parking, landscaping, publicly accessible open space and SANG provision, with access from the B2102 on the land at Bird in Eye Farm, south of the B2102 Bird in Eye Hill, Uckfield (the "Site").
- 1.2 The outline planning application seeks only the principle of the proposed residential land use and the means of access to be determined. Matters such as appearance, landscaping, layout and scale are reserved for future determination however, to inform, the planning application, illustrative material in respect of these is provided for context.
- 1.3 The Site falls within the administrative boundary of Wealden District Council (WDC) as Planning Authority and East Sussex County Council (ESCC) as Highway Authority.

Site Location

- 1.4 The Site is located to the south of Bird in Eye Hill, comprises a series of paddocks and extends to approximately 21.5-hectares. The Site surrounds Bird in Eye Farm which comprises a number of buildings including a Grade II listed Oast building and commercial units delivering approximately 335-sqm of Class E(g)(i) office uses and 550-sqm of Class E(g)(ii) light industrial uses.
- 1.5 The Site is bound by the B2102 Bird in Eye Hill to the north and east as well as areas of ancient woodland to the south and west, the latter running parallel to a tributary of the River Uck. The contextual location of the Site in relation to the local area is shown in Figure 1.

Figure 1 Site Location



Scope of Travel Plan

- 1.6 The purpose of this TP is to set out a long-term strategy for the management of trips generated by the Site, based on hierarchical principles where emphasis is placed upon the order of priority outlined below:
- Opportunities to reduce travel demand and the need to travel.
 - Meeting the needs of vulnerable road users, i.e., pedestrians and cyclists.
 - Facilitating access by passenger transport.
 - Accommodating the requirements of two-wheeler users, i.e., mopeds and motorbikes.
 - Facilitating the safe and efficient movement of emergency vehicles, essential deliveries and refuse collections.
 - Accommodating the requirement that, for some, access by motor vehicle, will still be required and in such instances seeking to minimise, where possible, single occupancy car trips.
- 1.7 This TP has therefore also been produced to align with the Transport Assessment ("TA") and Active Travel Audit ("ATA") that is submitted alongside this document.
- 1.8 A range of softer travel planning measures are planned to work alongside the delivery of physical improvements to the pedestrian, cycle & public transport environment to achieve modal shift, reduce the impact of traffic generated by the development, to improve accessibility, promote healthier lifestyle choices as well as wider social / community benefits and to assist in minimising the environmental impacts of the development.
- 1.9 A key part of the vision is for the Site to deliver a new neighbourhood that embraces the principles of healthy living, sustainability with high quality and well-designed public realm.
- 1.10 The Site is to be a place that connects with key local amenities on the B2102 Framfield Road and Uckfield Town Centre and the surrounding open space through the delivery of new and enhanced, pleasant multi-user active travel routes as well as good public transport links. The layout of the new neighbourhood is designed such that it is more convenient and navigable for people to choose active travel (i.e. walking and cycling) rather than using the private car.
- 1.11 The performance of the TP will be judged against defined targets and will be regularly monitored and reviewed. Effective measures will be identified through the preparation of this TP to achieve an overall goal of reducing the impact of traffic generated by the development and to improve accessibility. Consequently, residents of the development will have:
- Better access to essential services and jobs.
 - Improved travel options.
 - Opportunities for a healthier lifestyle.
- 1.12 The TP will be overseen by the Travel Plan Coordinator (TPC). The TPC will be responsible for the implementation, communication, monitoring and management of the defined aims and objectives.
- 1.13 The success of the TP will be judged against SMART targets. Objectives and measurable targets will be regularly monitored and reviewed over its lifetime.

- 1.14 Travel surveys for residents will be conducted annually. The first, Year 1, survey will be undertaken upon occupation of the 25th dwelling, as per the previous application, and will then be repeated on an annual basis, on the anniversary of the Year 1 survey for a total of 5 years. The modal split captured through the baseline surveys will be used for monitoring purposes, whereby the results of future travel surveys will be compared with the results of the initial Year 1 survey. Review Reports will be provided to WDC / ESCC to measure and monitor its success.

Policy Background

- 1.15 An important consideration in the promotion of the development proposals is how it conforms to transport policies at both National and Local Government level. Within this TP, the development proposals are assessed against the following documents:
- [National Planning Policy Framework \(NPPF, 2023\)](#).
 - [National Planning Practice Guidance \(2014\)](#).
 - [East Sussex County Council Local Transport Plan 3 \(2011 – 2026\)](#).
 - [East Sussex County Council Local Transport Plan 4 \(2024 – 2050\)](#).
 - [East Sussex 'Pride of Place'](#).
 - [Wealden District Council Core Strategy Local Plan \(2013\)](#).
 - [DfT's 'Gear Change – A bold vision for cycling and walking'](#).
- 1.16 The Site will deliver an TP that details specific measures designed to meet these policy documents. Such measures will be underpinned by taking advantage of its sustainable location in terms of its proximity to facilities and existing infrastructure, as well as physical improvements to enhance the infrastructure for pedestrians, cyclists, and public transport users.
- 1.17 The TP will be an organic document that will grow and develop over time. Measurable targets and over-riding objectives will be continuously monitored and reviewed over the lifetime of the TP. An integral part of the strategy is to ensure that the future community understands what an TP is, how it contributes to their life and how they will benefit from it.
- 1.18 Post determination of the planning application, it is expected that the TP will evolve and will remain the responsibility of the housebuilders until such time that a management company or the community are able to take over responsibility.

2. Aims & Objectives

- 2.1 The TP is designed to encourage future residents to travel sustainably and to assist them in considering their transport options when travelling to and from the Site. In accordance with Local and National Policy objectives, the purpose of the TP is to formalise a strategy to promote active travel and public transport usage, facilitating a reduction in reliance on the use of the private car.

Aims

- 2.2 The overarching aim of this TP is to reduce the need to travel and to affect a reduction in the reliance upon car borne travel for essential and non-essential journeys to and from the Site. This will reduce the impact of such travel on the local environment by:

- Minimising travel by private car where practically possible, to achieve fewer trips from the development than would otherwise have been the case.
- Encouraging safe and viable alternatives to the private car that minimise the environmental impact on the surrounding community as well as those living at the development through the promotion of attractive, safe, viable and efficient modes.
- Achieving a reduction in overall private vehicle mileage resulting in an associated reduction in congestion on surrounding roads and effect of development-related traffic on emissions, noise, visual intrusion, and road traffic accidents.
- Ensuring people are aware of their travel options as well as creating a safe and accessible location for people to live and visit.
- Having a positive long-term impact on the environment and personal health.

Objectives

- 2.3 The aims of the TP are underpinned by the following objectives:
- Achieve fewer single occupancy vehicle trips to and from the Site.
 - Provide high quality infrastructure that encourages greater use of sustainable travel modes such as active travel (walking and cycling) and public transport.
 - To encourage car sharing thereby reducing the number of single occupancy trips.
 - To promote the health benefits of active travel with a broad ranging choice of formal and recreational facilities.
 - To provide a safe cycle and pedestrian friendly environment within the Site linked to the existing and enhanced off-site cycle and pedestrian infrastructure.
 - To maximise accessibility to public transport from the development for all journey purposes.
 - To implement rigorous marketing of the TP and its measures through a range of media.
 - To continually manage and implement sustainable travel practices throughout the lifetime of the TP.
 - To continue to raise awareness of environmental issues, especially those which impact on personal health and involve transport matters amongst residents.

3. Site Accessibility Audit

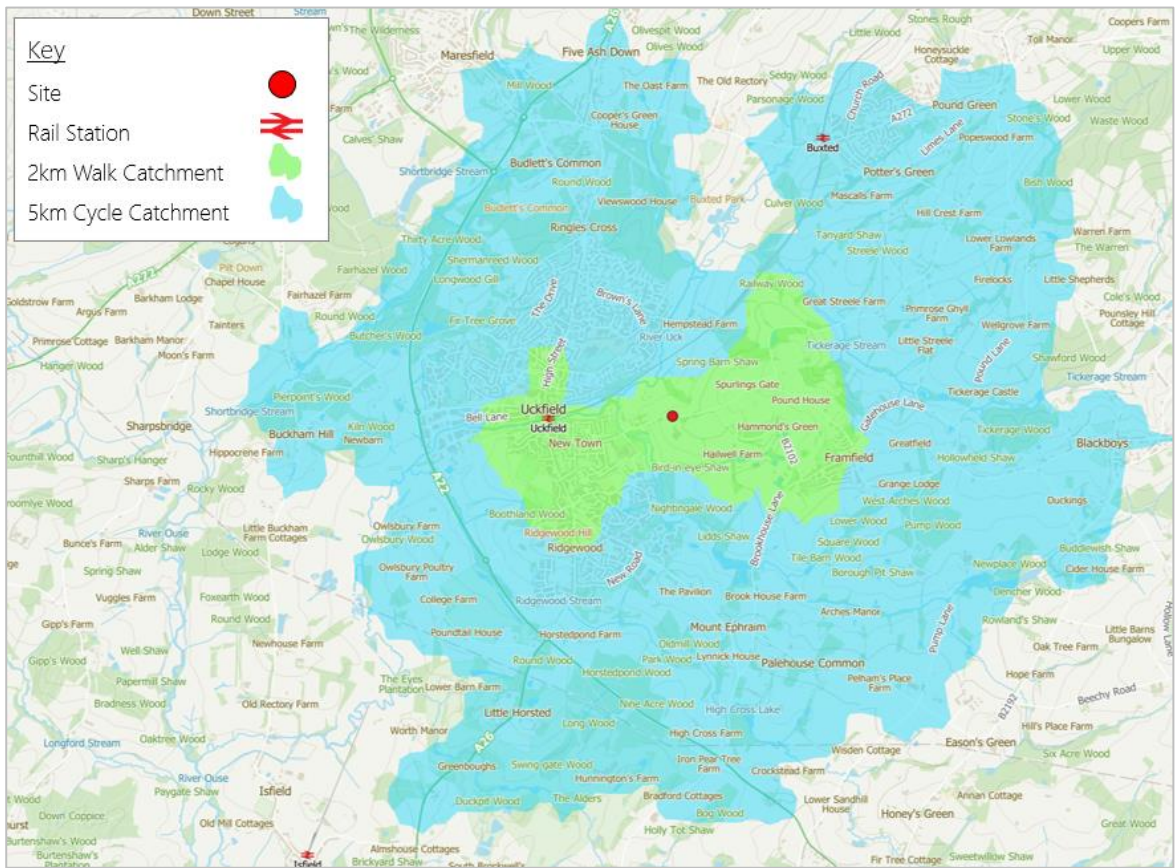
3.1 This section of the TP describes the location of the Site in context with the local area and reviews the existing provision of transport infrastructure / services by mode, to assess the potential for future residents / visitors to adopt sustainable travel patterns and behaviour.

Pedestrian & Cycling Accessibility

3.2 Within various national, regional, and local planning policy and best practice guidance documents, the 'active' modes of walking and cycling are recognised as having the potential to replace short journeys undertaken by private car.

3.3 Figure 2 illustrates the potential 2.0-kilometre walking catchment and 5.0-kilometre cycling catchment of the Site, illustrating that a large proportion of Uckfield, including Uckfield rail station and High Street, is accessible by foot. Additionally, neighbouring residential areas are accessible by cycle including Buxted, Blackboys and Budletts.

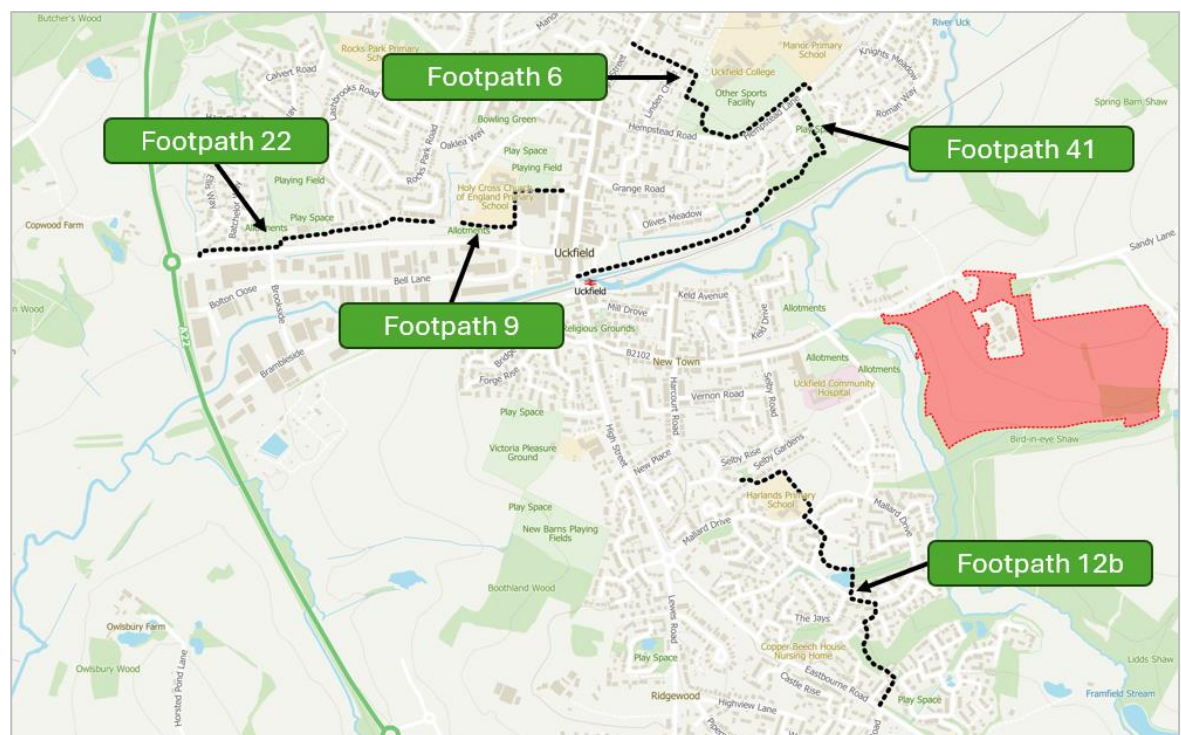
Figure 2 Walk & Cycle Catchment



3.4 The Site also benefits from its proximity to many off-carriageway paths that connect to the neighbouring area, as well as a number of public rights of way (PROW) in the vicinity of the Site – these are illustrated in Figure 3 and include:

- Uckfield Footpath 41 (Hempstead Meadows Nature Walk): High Street – Hempstead Lane
- Uckfield Footpath 12b: Selby Close – Eastbourne Road
- Uckfield Footpath 9: Civic Approach – Bellfarm Road
- Uckfield Footpath 22: Bellfarm Road – West Park Recreation Ground
- Uckfield Footpath 6: High Street – Hempstead Lane

Figure 3 PROW Network & Path Connections



- 3.5 As existing there is no footway provision along the northern boundary of the Site on B2102 Bird in Eye Hill until approximately 300-metres west of the current access to Bird in Eye Farm. Here, a footway emerges on the southern side of the carriageway of circa 1.5 to 2.0-metres in width providing direct access to the nearest bus stops, a number of residential areas, and local amenities in Uckfield Town Centre.
- 3.6 The majority of residential streets in the local neighbourhood and towards the Town Centre have footways on both sides of the carriageway.
- 3.7 In general, crossing facilities are uncontrolled however signalised crossings are provided in the Town Centre and locations where there is significant demand and where there is interaction with higher traffic demand.
- 3.8 Of note, there are no national or regional cycleways in Uckfield and dedicated cycle facilities are limited – however carriageway widths within the vicinity of the Site are wide enough to accommodate both cyclists and vehicles, with visibility generally of a good level adding inter-visibility between cyclists and vehicles.

Active Travel Audit

- 3.9 As part of the TA, an Active Travel Audit (ATA) has been prepared to review existing active travel infrastructure provision in vicinity of the Site and to identify, where appropriate, opportunities for improvement.
- 3.10 The ATA methodology comprised a Site visit, undertaken on 12th June 2024, during which a photographic survey of the above routes are benchmarked against DfT’s ‘Cycling Level of Service Tool (CLOs)’ within Appendix A of LTN 1/20, and more importantly ATE’s Route Check Tool (RCT). The RCT has then been used to identify strengths and weaknesses of the existing active travel provision, and therefore recommendations on what can be improved.
- 3.11 The study area for the ATA included key desire lines for pedestrians and cyclists to / from Site, Uckfield Town Centre, Uckfield rail station, local amenities, and to the Site’s nearest bus stops.
- 3.12 The ATA concluded that in light of ATE’s RCT the routes are deemed suitable for potential end-users and are considered coherent, direct, safe, comfortable, and attractive. However, a number of potential improvements were identified, these are detailed further within the TA / ATA.

Public Transport Infrastructure

Bus

- 3.13 The nearest bus stops to the Site (Community Hospital) are located on B2102 Bird in Eye Hill at the junction with Uckfield Hospital access road circa 110-metres west of the Site’s proposed active travel access and circa 450-metres west of the Site’s proposed vehicular access. These stops comprise simple flag poles and are served by the Regency Route 29A between Heathfield and Brighton via Tunbridge Wells and Lewes.
- 3.14 Regency Route 29A operates on an hourly basis with approximately 14 return journeys per day, Monday – Saturday, and approximately 8 return journeys per day on a Sunday. Journey times from Community Hospital bus stops to key destinations are as follows:
 - Uckfield Station - 2-minutes
 - Heathfield High Street - 18-minutes
 - Lewes High Street - 30-minutes
 - Falmer Station - 44-minutes
 - Brighton (Churchill Square) - 68-minutes
- 3.15 Of note, further services are available from Uckfield Bus Station, located approximately 1.2-kilometres west o the Site’s active travel access, a walk and cycle time of 16 and 5-minutes respectively. A summary of additional services available from Uckfield Bus Station is provided in Table 3.1

Table 3.1 Summary of Additional Bus Services available from Uckfield Bus Station

No.	Route	Frequency		
		Weekdays	Saturday	Sunday
31	Uckfield – Cuckfield	1 per 2 hours	1 per 2 hours	No Service
31A	Uckfield – Cuckfield	08:40, 10:40, 12:40	08:40, 10:40, 12:40, 14:40, 16:40	No Service
54	Uckfield – Eastbourne	1 per hour	1 per hour	1 per 2 hours
29X	Tunbridge Wells – Brighton	07:14	No Service	No Service
121 (School days)	Uckfield – Lewes	07:50	No Service	No Service
246 (Tuesday, Thursday)	Uckfield – Sheffield Park	10:10, 13:20	No Service	No Service
248	Monday, Wednesday, Friday Only Uckfield – Hadlow Down	10:07, 11:32, 13:07	No Service	No Service
	Tuesday, Thursday Only Uckfield – Hadlow Down	12:10, 14:20	No Service	No Service
249 (Monday, Wednesday, Friday Only)	Uckfield – Poundgate	12:17, 14:22	No Service	No Service
261	Uckfield – East Grinstead	1 per 2 hours	1 per 2 hours	No Service
262	Uckfield – Hartfield	No Service	09:15, 10:45, 12:45, 14:15	No Service

Rail

- 3.16 The nearest rail station is Uckfield, located approximately 950-metres north-west of the Site's vehicular access, a walk and cycle journey time of 13 and 4-minutes respectively. Uckfield is the southern terminus of a branch of the Oxted Line, and all trains that call are operated by Southern. The station has 20 cycle storage spaces located at the front of the station, by the rear of the ticket office – these benefit from 24-hour CCTV surveillance. The typical off-peak service is one hourly train to London Bridge, calling at a number of stations including Crowborough, Oxted and East Croydon.

Proximity to Local Amenities

- 3.17 A key consideration of assessing the accessibility of the Site is its proximity to a range of local services and facilities. As shown in Table 3.2 the Site is conveniently within the CIHT's maximum recommended walk (i.e., 2.0-kilometres) and cycle (5.0-kilometres) distances of a range of local amenities, which are likely to cater for the convenience, healthcare and leisure needs of future end-users.

Table 3.2 Proximity of Local Amenities

Land Use	Destination	Postcode	Distance (kms)	Walk Time (mins)	Cycle Time (mins)
Leisure & Fitness	Sama Southeast Karate School	TN22 5DT	1.0-kilometre	13-minutes	3-minutes
	Anytime Fitness Uckfield	TN22 5DQ	1.3-kilometres	18-minutes	4-minutes
	Fun Abounds Trampoline & Gymnastics Centre	TN22 1QL	1.9-kilometres	25-minutes	6-minutes
	Uckfield Leisure Centre	TN22 1UB	2.2-kilometres	30-minutes	9-minutes
	West Park Recreation Ground	TN22 2BQ	2.2-kilometres	30-minutes	8-minutes
Healthcare	Uckfield Hospital	TN22 5AW	700-metres	9-minutes	2-minutes
	Bird In Eye Surgery	TN22 5AW	750-metres	10-minutes	3-minutes
	Bupa Dental Care Uckfield	TN22 5DL	1.2-kilometres	17-minutes	4-minutes
	Boots Pharmacy	TN22 1AG	1.4-kilometres	18-minutes	4-minutes
	Specsavers	TN22 1PX	1.4-kilometres	19-minutes	5-minutes
Retail / Food & Drink	Alma Arms	TN22 5AJ	800-metres	11-minutes	3-minuttes
	Golden Dragon	TN22 5AH	950-metres	12-minutes	3-minutes
	Applegreen Off-License / Petrol Station	TN22 5DL	1.2-kilometres	16-minutes	4-minutes
	Waitrose	TN22 1PU	1.4-kilometres	19-minutes	5-minutes
	Co-op Uckfield	TN22 5SP	1.6-kilometres	23-minutes	7-minutes
Faith	St Saviours Anglican Church	TN22 5AT	750-metres	10-minutes	2-minutes
	Cornerstone Church	TN22 5AE	1.2-kilometres	16-minutes	4-minutes
	Our Lady Immaculate & St Philip Neri Catholic Church	TN22 5DJ	1.4-kilometres	20-minutes	7-minutes
Education	Harlands Community Primary School and Nursery	TN22 5PW	1.3-kilometres	18-minutes	5-minutes
	St Philips Catholic Primary School	TN22 5DJ	1.5-kilometres	21-minutes	7-minutes
	Uckfield College	TN22 3DJ	2.4-kilometres	34-minutes	10-minutes
	Manor Twiglets Nursery	TN22 1UB	2.6-kilometres	37-minutes	11-minutes
	Manor Primary School	TN22 1UB	2.7-kilometres	37-minutes	11-minutes

Active Travel Infrastructure - Proposed

- 3.18 The Development is supported by a comprehensive Movement & Access Strategy (MAS) that seeks to deliver a good quality environment for all modes of travel to / from the Site that is:
- Attractive.
 - Well-connected and permeable to encourage walking and cycling to local destinations.
 - Able to encourage activity thereby improving personal security and safety.
- 3.19 Within the Site, local streets are recognised corridors that not only provide a permeable, legible circulation pattern but also have important functions beyond just the movement of traffic, i.e., multi-functional spaces with a much higher 'place' function that are integrated within their surroundings and where pedestrians and cyclists are, in general, afforded greater priority than vehicular traffic.
- 3.20 The freedom of movement for pedestrians and cyclists to directly access the broad range of local facilities and services surrounding the Site is a priority of the MAS. Specifically, with regard to the provision of new and improved active travel mode infrastructure, the MAS comprises the following:
- The creation of a high quality environment within the Site that provides direct connections to origins and destinations within the developable area and beyond that are permeable, coherent, safe and reflect the desire lines of movement.
 - The provision of key landmarks as well as easy to understand wayfinding both within and on key routes to / from external destinations to provide legibility.
- 3.21 Based on this framework, the aim is to:
- Provide a continuous network.
 - Maximise convenience by ensuring that all routes are direct and reflect desire lines of movement.
 - Ensure that usable, comfortable places are created and that crossing places are level.
 - Make routes clear and easy to follow with good sightlines and signage.
 - Create spaces that are safe, active, and accessible to all, including equestrian users.
- 3.22 To accommodate all active travel mode user requirements, the MAS incorporates a range of pathway types within the development proposals that are summarised below:
- Shared Footway / Cycleway – Connecting the Site with the southern side of the B2102 Bird In Eye Hill.
 - 3.0-metre minimum width;
 - 0.5-metre managed grass margin on both sides; and
 - Bound gravel (or similar) surfacing to minimise visual impact.
 - Shared Footway / Cycleway – Within the residential parcels.
 - 3.0-metre minimum width; and
 - Asphalt sealed surface.

- Footways

- 2.0-metre minimum width;
- 0.5-metre managed grass margin to adjoining dwellings preferred; and
- Asphalt sealed surface.

3.23 Figure 4 shows the distribution of these pathway types throughout the illustrative masterplan.

Figure 4 Active Travel Hierarchy



- 3.24 The MAS will deliver a '*walkable neighbourhood*' with interconnected street patterns and where the daily needs of people within the area, such as work, play, education, and shopping are within walking distance to minimise any reliance on the use of the car.
- 3.25 Crime and the fear of crime can deter people from making trips by foot and cycle. In this regard, active travel corridors and user activity will be overlooked and generally concentrated on active frontages avoiding, where possible, routes to the rear of building plots and other blind spots.
- 3.26 In light of this, the illustrative masterplan provides circa 10 residential units in the north-western corner of the Site overlooking the Site's active travel link to the B2102 Bird In Eye Hill.
- 3.27 The formal shared footway / cycleway and / or footway provision will be lit. All pathways will be accompanied by a legible signage strategy. Crossing points within the Site are intended to be uncontrolled and will tie in with desire lines of movement.

- 3.28 In general, the maximum desirable longitudinal gradient on the footway / cycleway network, within the Site will be 5.0% (1:20). Where natural steep changes in level are unavoidable, short sections may be constructed at 8.0% (1:12). Therefore, complying with ESCC's *'Local Design Guide for Residential Development'* which states a maximum footway gradient of 8.0%.
- 3.29 As detailed under the *'Vehicular Access Strategy'* section, the proposed vehicular access arrangements provide safe facilities for active travel users, particularly cyclists to access the development to / from the east on the B2102 Bird In Eye Hill.
- 3.30 Additionally, the development proposals propose reducing the speed limit on the B2102 Bird In Eye Hill from national to 40-mph, and subsequently 30-mph by the Site access. Further enhancing the safety of active travel users on the B2102 Bird In Eye Hill
- 3.31 As with the previous planning application, and in line with the findings of the ATA, the development proposals will deliver an active travel link in the north-west corner of the Site to connect with the B2102 Bird In Eye Hill in proximity to the existing bus stops and the Hospital Access. This will deliver a more direct route between the Site and the key amenities, facilities, and services in Uckfield.
- 3.32 As shown on Drawing No. 23138 / ATA / 001 Rev A (attached at Annex A of the ATA), external to the Site, active travel infrastructure deliverables include:
- Continuation of the Site's 3.0-metre shared footway / cycleway along the southern side of the B2102 Framfield Road to the give-way priority junction with the Hospital access.
 - Bus stop works on the B2102 comprising the provision of a weather protection shelter with seating and Real Time Passenger Information (RTPI) screens.
 - Where required, installation of improved dropped kerbs and tactile paving where minor roads form give-way priority junctions with the B2102 Framfield Road.
- 3.33 These improvements will be delivered as part of the development proposals Section 278 works and would aid in strengthening the existing active travel provision along the B2102.

Mini Mobility Hubs

- 3.34 The Site will be provided with a Mini Mobility Hub (MMH) in a strategic location adjacent to the Primary Street and directly connected to the shared footway / cycleway network. The MMH provides a range of facilities that encourage active travel including travel information displays, E-bike hire and bike pump / repair stands.
- 3.35 The MMH also supports the delivery of the EV Car Club vehicle parking and will be included within the comprehensive wayfinding strategy. Figure 5 illustrates the general arrangement of facilities to be accommodated within the MMH. Figure 6 highlights the location of the MMH within the Site.

Figure 5 Mini Mobility Hub – Illustrative General Arrangement

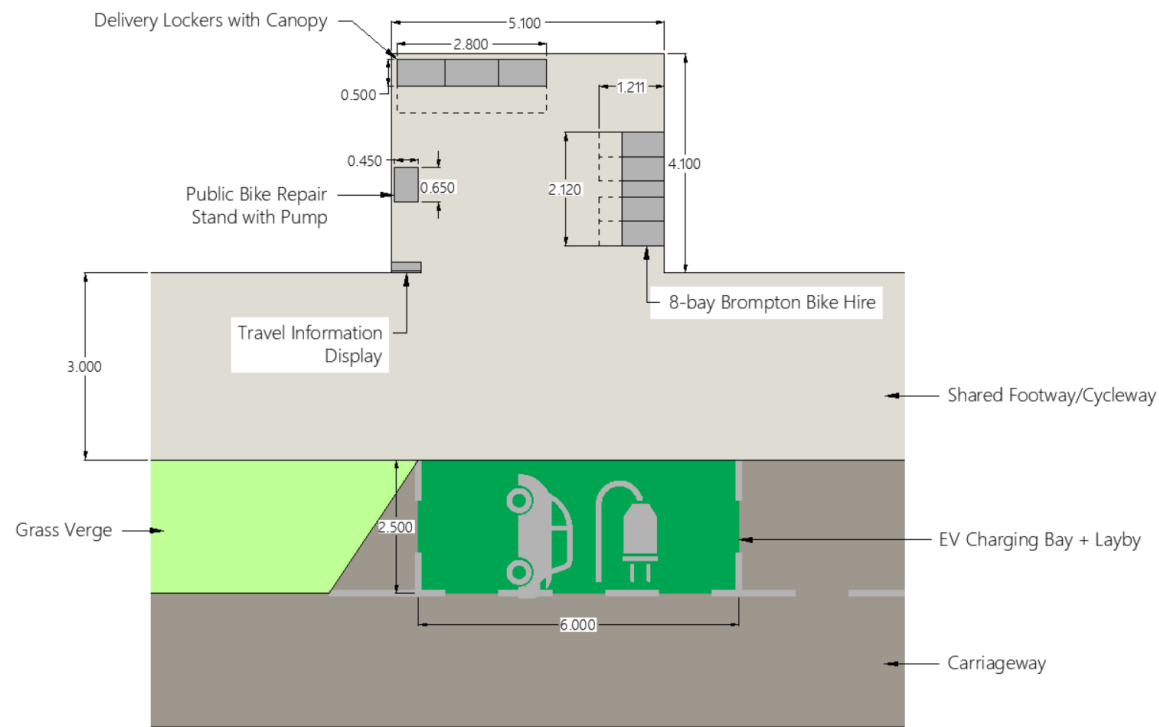


Figure 6 Mini Mobility Hub Location



Passenger Transport Services – Proposed

- 3.36 A fundamental deliverable of the Site is to maximise potential public transport patronage by providing competitive journey times to key destinations that present a realistic alternative to private car use. In this regard the Site will deliver safe, direct access routes from the development to local bus stops.
- 3.37 As previously mentioned, the development proposals will also provide bus stop works on the B2102 (stops closest to the Site) comprising the provision of a weather protection shelter with seating and RTPI screens.

Summary of Site Accessibility

- 3.38 The location of the Site reflects the requirements of the NPPF, regional, and local policy in ensuring that patterns of growth make the fullest possible use of walking, cycling and public transport, and focus significant development in locations which are sustainable. The location of the Site provides a realistic choice in travel modes to cater for daily journeys which would act to reduce prospective end-users' reliance on the private car.

4. Travel Plan Coordination, Monitoring & Budget

4.1 Given the scale of development on the Site, it is important that an appropriate structure is in place to facilitate the implementation of the Travel Plan programme and inform the work of the Travel Plan Coordinator (TPC) to commit to the support and encouragement of sustainable travel choices.

4.2 The nominated TPC will be responsible for the delivery of measures as outlined to all residents. A TP Steering Group will be established by the TPC that will include key representatives from the community with representatives from the Council and other key stakeholders invited to attend regular meetings, the timetable for which to be determined by the TPC and Steering Group, but possibly linked to, by example, Parish Council meetings.

Travel Plan Coordinator

4.3 To ensure the effectiveness of implementing the TP, and to secure its on-going success, the TPC will be appointed by the developers prior to first occupation of the proposed development and will remain in post for the duration of the TP. The TPC is responsible for the implementation, communication, monitoring and management of the defined aims and objectives. The responsibilities of the TPC are to:

- Oversee the development and implementation of the TP.
- Raise awareness of the TP through implementing and promoting effective marketing campaigns through a range of media and regular newsletters/ leaflet drops etc.
- Organise surveys and other data collection required to develop/ review the TP.
- Act as the point of liaison with external organisations inc. WDC / ESCC.
- Coordinate the monitoring programme, including the collection of initial and annual surveys, setting of targets and review dates.
- Providing additional communication support, referencing, and detailing.
- Control the budget for the development of the TP to ensure its efficient and effective use.

4.4 Contact details of the appointed TPC will be provided to WDC / ESCC once the position has been filled. The appointed TPC will retain an ongoing interest in the Site and will assign appropriate level of input to the ongoing management of the TP to ensure that obligations for monitoring and review are fully met.

Travel Plan Coordinator – Handover Strategy

4.5 The role of the TPC is not static and will develop throughout the lifetime of the Travel Plan. Through the evolving and fluid nature of the TP, its publicity and promotion, it is anticipated that at the proper time an incumbent, enthusiastic member (or members) of the community with the time, resources and a keen interest in sustainability and transport will step forward to take over the TPC role.

4.6 Importantly the developers will retain the appointed TPC until such time that they are satisfied that the TP and its associated principles and initiatives are well established before any handover / transfer of the role to community members.

- 4.7 Any handover / transfer of the TPC role will be communicated to all key stakeholders / external organisations as part of the TP review. In any event, and as a minimum, the role of TPC will be maintained for a minimum period of at least 5 years.

Communication

- 4.8 The success of the TP will rely on the support of all residents, and the TPC will need to ensure that the principles and initiatives within the TP are fully understood. The TPC will act as the first point of contact for any TP related issues or queries. Continual monitoring of the TP will need to be a progressive and staged process.
- 4.9 All residents will be made aware of the TP and the responsibilities of the TPC, and this will initially take place during the purchasing process prior to residents moving into their property. Details of the schemes put in place through the TP, its aims and objectives in enhancing the environment and the role of individuals will be fully explained through a Travel Information Pack.
- 4.10 Promotional material will also be used periodically to highlight the TP initiatives. The promotional material will include advice on the appropriate channels for raising specific transport-related matters, encouraging residents to contact the nominated TPC who in turn will liaise with the appropriate authorities.
- 4.11 If appropriate, the TPC will email residents with information about travelling to / from the Site to update them on any changes to the infrastructure and services in the vicinity of the Site.

Monitoring

- 4.12 A programme of monitoring and review will be implemented to generate information by which the success of the TP can be evaluated. Monitoring and review are the responsibility of the TPC for reporting purposes. Information gathered through the monitoring process will be recorded for input to the review process. The type of monitoring measures outlined below incorporates both the collection of 'hard' analytical data and 'soft' data in the form of general feedback and correspondence.
- 4.13 An initial, and annual following that, survey will be undertaken to monitor performance against the primary target (namely reduction in SOVs) and the trip generational characteristics of the Site. Residents will also be encouraged to detail any ideas or comments they may have on the success or otherwise of the TP.
- 4.14 The initial survey will be conducted upon occupation of the 25th dwelling to be statistically relevant and will be repeated annually for the duration of the TP. In addition, as part of the monitoring process, the TPC will seek to:
- Record comments from the community and establish the perceived level of demand for services.
 - Monitor the effective use of the movement infrastructure within the community.
 - Monitor the level of usage of the Mini Mobility Hubs and visitor cycle parking areas to establish demand and any requirement to increase provision.
 - Monitor usage of the EV Car Club operation, when it is established, ensuring that the operator provides data on the uptake of the scheme periodically.
 - Monitor the level of demand for local public transport services and uptake of the travel pass vouchers.

- 4.15 On an annual basis the TPC will report to WDC / ESCC on the actions undertaken during the previous 12 months, results of the monitoring undertaken and will also submit an action plan for key measures to be undertaken over the following 12-month period.

Administration

- 4.16 Administration of the TP involves the maintenance of necessary systems, data and paperwork, consultation, and promotion. These duties are specific to the TPC, in the interests of confidentiality, and will include the regular updating of the TP document as well as the monitoring and updates. Specifically, the TPC will maintain:
- Details of travel patterns derived from the surveys that are to be retained for input to the review process.
 - Feedback from the monitoring procedures maintained for input to the review process.
 - Copies of historic review reports retained for reference purposes and for analysis of the longer-term effectiveness of the TP.
 - A correspondence file to keep all communications made in respect of the on-going management of the TP.
 - A record of travel related incidents, meetings, comments, and general observations of the TPC to be retained for input to any review process.

Review

- 4.17 It is evident that the TP is a strategy that will evolve over time. The key objective of the Plan is to 'educate' the community and to facilitate travel by sustainable modes. This will not change however it may be possible over time to define or re-define specific targets. The TP will therefore be the subject of an annual review process to measure its success or otherwise and to identify the potential for improvements to the physical and management travel initiatives being offered.
- 4.18 A vital element of the review process is the annual travel surveys. Although the travel database will be regularly updated, the annual surveys will offer the opportunity to gather new information about wider attitudes to travel within the community. Analysis of the travel survey results will also yield up to date information for comparison with data derived at the introduction of the TP.
- 4.19 The travel surveys will be supported / supplemented further publicity through mediums such as web forum and / or regular newsletters, posters, and flyers. The TPC will then compile a snapshot Review Report incorporating the following:
- The results of travel surveys.
 - Analysis of the results from data collection exercises in terms of performance against targets / milestones set.
 - Details of any changes within the development over the time period that could affect travel patterns.
 - Direct feedback from the community.

- 4.20 The findings of the monitoring programme will be reported annually to WDC / ESCC along with an Action Plan of measures for the following year. Effective TP's are those that adapt to change; a living process not a document written and forgotten about. Therein it will be critical that the TPC works in partnership with other key stakeholders, including WDC / ESCC, to ensure that the programme is achieving the targets set out.

Budget

- 4.21 It is critical that a TP is supported financially to ensure it achieves its aims and objectives. The TPC will be assigned a budget to cover a range of measures and supporting functions including:
- TPC support, including surveying, updated reports, coordination, and monitoring.
 - The design, build and hosting of the Community Web resource and email group.
 - Travel Information Pack - design, print and updates during the TP period.
- 4.22 By setting a total budget, for the period of the development-build-out programme, as opposed to costs against individual measures, there is the capacity for flexibility in the TP and the TPC will work with WDC / ESCC to ensure measures are targeted and offer value for money.
- 4.23 As outlined in the Section 6 of the TP, should modal split targets not be met, the developers will increase this budget by 20% to cover the cost of any additional marketing and communications measures.
- 4.24 It is also the case that this budget does not include for the substantial investment proposed to significantly enhance active travel mode infrastructure and public transport provision / infrastructure, as detailed in Section 3 of the TP.

5. Sustainable Travel Initiatives

5.1 The objectives of the TP, as highlighted in Section 2, are supported by a series of physical and management measures that:

- Minimise the need for travel.
- Encourage greater use of active travel modes and public transport services.
- Minimise the number of trips to and from the proposed development by single occupancy car.
- Are suitable for review and monitoring and adaptive to future changes in travel habits/ patterns.

Sales & Marketing

5.2 The TPC will work closely with the Sales and Marketing team to ensure that they are aware of the role of the TP. In this way, prospective purchasers will be provided with information about the benefits of the TP and the Site's accessibility by sustainable modes of transport prior to taking up residence within the Site. This measure will encourage the use of sustainable modes of transport from initial occupation.

Reducing the Need to Travel

- 5.3 The Site will deliver super-fast broadband connectivity to all dwellings. Through sustainable design and location, the Site-wide community will be able to access a broad range of local facilities and services by active travel modes. This will be a key focus of the material included within the Travel Information Pack.
- 5.4 In addition, the Site will deliver last-mile delivery lockers, strategically positioned in the Mini Mobility Hub. The last mile delivery lockers will be managed and operated by an open network supplier, accommodating multiple delivery partners, weather protection, accessible smart-screen technology and facilities pick up and drop off.

Figure 7 Delivery Lockers



Travel Information

Travel Information Pack

- 5.5 A Travel Information Pack (TiP) will form a key part of the commitments with the TP that will be a tailor-made booklet aimed at promoting the benefits of sustainable transport in support of the objective to secure a modal shift from the private car and increase the use of sustainable modes of travel. The TiP will contain:
- Guidance and promotional material on the use of sustainable modes of travel.
 - Details on MMH location, active travel routes to key destinations, public transport services, taxis, car sharing, car clubs, electric bikes and vehicles, school transport, and personalised journey planning services.
 - Reference to travel resources, and support services for each mode of travel, information provided by ESCC and WDC.
 - Voucher / taster tickets for public transport, EV car club, and bike hire.
 - Details of local travel campaigns and networking/support groups.
- 5.6 The information contained within the TiP will be monitored and reviewed by the TPC to ensure that it is kept current.

Information Displays

- 5.7 Information displays will be provided at the MMH. These will provide information regarding suitable formal and recreational active travel routes within the local area that includes links to key local services and amenities and leisure route / opportunities.
- 5.8 Information displays will also contain information on how to sign-up to the community Car Club network, including booking details. They will also provide contact details for WDC / ESCC, transport providers, local taxi companies etc.
- 5.9 The information displays will be monitored to ensure that all information provided is up to date. It is proposed that alerts to any changes in the information contained within the information displays will also be publicised on the community web forum as well as, if recipients wish, by email.

Travel Vouchers

- 5.10 Travel Vouchers will be included within the TiP issued to the occupiers of each dwelling within the Site, to be redeemed against the following sustainable travel initiatives:
- Brompton Bike hire credit dwelling, to the value of £15, noting that the operator will cover cost of the first 100 dwellings within the agreed terms with the developer.
 - Car Club drive time credit, to the value of £25, along with free sign up / membership fee to be provided by the operator within the agreed terms with the developer.

Active Travel Initiatives

- 5.11 The Site delivers a range of active travel infrastructure deliverables, both within the development as well as on the external network. As set out in Section 3 of the TP, this includes:
- A 'walkable neighbourhood' with interconnected street patterns and where the daily needs of people within the area to minimise any reliance on the use of the car.
 - A Mini Mobility Hub strategically located adjacent to the Primary Street and directly connected to the shared footway / cycleway network.
 - The provision of key landmarks as well as easy to understand wayfinding both within and on key routes to / from external destinations to provide legibility.
 - Secure, covered cycle parking provision within individual residential properties in addition to public cycle parking facilities for visitors.
 - A refuge island with tactile paving across this southern arm of the access roundabout.
 - Continuation of the Site's 3.0-metre shared footway / cycleway along the southern side of the B2102 Framfield Road to the give-way priority junction with the Hospital access.
 - Installation of improved dropped kerbs and tactile paving where minor roads form give-way junctions with the B2102 Framfield Road. Namely Selby Road, Keld Avenue, Harcourt Road and Alexandra Road.

Cycle Hire Hub

- 5.12 An E-bike Cycle Hire Hub will be provided by the Developer located within the MMH. The E-bike Cycle Hire Hub will be operated and managed by Brompton Bike Hire in conjunction with the TPC and will provide 8 x electric cycles made available to the whole community.
- 5.13 The E-bike Cycle Hire Hub will be an automated docking solution which enables users to pre-book bikes and collect them 24/7. The partnership with Brompton Bike Hire includes branding and logos and maintenance of the E-bikes is exclusively conducted by Brompton accredited mechanics.
- 5.14 Through the TiP and other media, the community will be encouraged by the TPC to become members of the cycle hire scheme. Through the membership, a user can create a reservation to hire or return a bike using a Smartphone app or on-line. Access to the dock is via an ATM style keypad and screen and hire charges are a flat rate per 24 hours.
- 5.15 Brompton Bike Hire supplies 100 free social memberships for the community to try out the E-bike Cycle Hire scheme that includes £15 credit to their membership. This will then be matched by the Developer for the remaining 90 dwellings within the Site and full details will be provided by the TPC within the TiP.
- 5.16 The TPC will work with Brompton Bike Hire to monitor the usage of the E-bike Cycle Hire Hub. The docking solution is adaptable and can be expanded to accommodate additional 4-bike pods up to a total of 32 bikes.

Public Transport Initiatives

- 5.17 To maximise the potential usage of public transport, the TPC will work closely with WDC / ESCC and the public transport operators. In so doing the key to the success of public transport as a viable mode of travel will be to ensure that:
- Services are frequent and punctual to match the travel demands of the community for a range of journey purposes.
 - Boarding points are convenient to the areas of population that they serve.
 - Bus stop infrastructure and vehicles facilitate step free access.
 - Vehicles are modern, encompassing new technologies on comfort, noise, emissions as well as the provision of passenger waiting facilities designed to reduce crime and the fear of crime, incorporating appropriate safety features, lighting, and comfort.
 - That the marketability of services is maximised, with easily distinguishable vehicles branded to reflect the service being provided, as well as comprehensive and accurate information for passenger concerning services and facilities.
- 5.18 As detailed in Section 3 of the TP, the Site will deliver bus stop works on the B2102 Framfield Road comprising the provision of a weather protection shelter with seating and RTPI screens.
- 5.19 To maximise the uptake of public transport within the community, the TPC will explore the option to deliver promotional vouchers to each residential dwelling through the TiP that can be redeemed against a one-month bus ticket.
- 5.20 In addition, details of the connecting rail services operating from Uckfield rail station will be included within the TiP and within the range of media platforms, including links to relevant journey planning websites. Route maps will also be provided within the TiP, along with ticket fare information and how to obtain season tickets.

EV Car Club

- 5.21 The EV Car Club will offer a convenient way to reduce car ownership, increase the proportion of low emission vehicles on the roads, improve air quality, and reduce CO2 emissions. It will also allow people who cannot afford to own and run their own car access to a vehicle. Surveys conducted by operators (CoMoUK Car Club Survey Results; Car Club Annual Report United Kingdom 2021) have evidenced that each Car Club car displaces 20 private cars.
- 5.22 The Car Club will operate as a pay-as-you-go system where members have convenient access to vehicles via an on-line booking system. Each member receives a smart card which allows remote entry without the need to pick-up keys.
- 5.23 The TPC will work collaboratively with the Car Club operator to create a self-financing car club scheme that will be of benefit to all occupants and the wider local community. The scheme will benefit from additional promotional activities to engage residents, led by the TPC alongside the operator's specialist marketing and communication team. This will include specific Car Club marketing material within the TiPs and replicated on the community information displays as well as branded signage affixed at the parking bay to further promote the service.

- 5.24 The Car Club operator will also offer free membership for each dwelling unit that entitles the occupier to free £25 registration sign up, no £5 monthly membership fee and £25 driving credit at the operators' cost, which can be used as an additional incentive for the sales team for any buyers or tenants and presented as an added incentive for living at the development.
- 5.25 The development proposals will be provided with one EV Car Club. As demand for the Car Club increases, additional EVs can be added by the operator. The performance of the initial car will be closely monitored to allow for additional EVs to be added, as and when necessary.

Car Share

- 5.26 All occupants will be made aware of car share schemes such as Liftshare. This website provides a car sharing service that enables members to contact each other for the purpose of sharing their vehicles for a range of journey purposes thereby reducing the number of single occupancy car journeys. This is particularly effective in reducing commuter trips by single occupancy vehicle. Details of the car share website will be provided in the TiP and on the community website.

Personalised Travel Planning

- 5.27 The TPC will organise personalised travel planning sessions that, on request, will provide a tailored travel planning service for individuals, highlighting the most sustainable transport choices for long and short distance journeys.

6. Action Plan & Targets

- 6.1 The aims and objectives of an TP are to increase awareness of more sustainable travel options and to encourage their use, with the objective of reducing the need to travel as well as demand for private car-based travel. The monitoring and review programmes put in place will enable the progress of the TP to be checked in the context of specific targets.
- 6.2 To achieve the aims and objectives of the TP a clear framework of targets and milestones, including both short- and long-term objectives, will be set in the form of an Action Plan.
- 6.3 The Action Plan will be reviewed / updated / reissued by the TPC, as necessary, as part of the biannual Review Report. Details of the framework Action Plan are outlined within Table 6.1 below.

Table 6.1 Framework Action Plan

Action	Responsibility	Timescale
Appointment of TPC.	Developers	Prior to 1 st occupation and to remain in post for a min. 5 years
Implement TP process.	TPC	Prior to 1 st occupation
Deliver sales team / front of office staff training.	TPC	Upon opening of sales office
Establishment of TP Steering Group.	TPC	Upon appointment of TPC – to include key members of Community and other key stakeholders – regular mtgs. to be held, potentially linked to, by example, Council mtgs.
Implement Personalised Travel Planning service.	TPC	From appointment of TPC & throughout lifetime of TP
Produce & distribute TiPs to promote the commencement of the TP.	TPC	Prior to 1 st occupation - updated where necessary
Travel Vouchers (incl. E-bike membership / hire credits, & CoMoUK membership / driving credits).	Developers / TPC / TP Partners	To be included in TiPs
Provide infrastructure to reduce the need for travel & support sustainable travel options incl. broadband.	Developers	From 1 st occupation & phased within development programme
Delivery of internal active travel infrastructure incl. shared footway / cycleways, Mini Mobility Hub, Cycle Hire Hub & cycle parking.	Developers	From 1 st occupation & phased within development programme
Delivery of external active travel infrastructure incl. footway along B2102 Framfield Road and installation of improved dropped kerbs and tactile paving where minor arms form give-way junctions with it.	Developers	From 1 st occupation & phased within development programme

Table 6.1 (cont.) Framework Action Plan

Action	Responsibility	Timescale
Delivery of bus stop works.	Developers in conjunction with ESCC & operators	To be completed prior to 1 st occupation.
Installation of Electric Vehicle Charge Points.	Developers	From 1 st occupation & phased within development
Establishment of Car Club.	Developers / TPC / TP Partner	From 1 st occupation
Instruct initial Year 1 travel survey.	TPC	On occupation of 25 th dwelling
Undertake annual monitoring of TP with updated travel survey.	TPC	Annually for a further 5 years post the initial Year 1 travel survey
Conduct thorough review of TP measures & initiatives – update targets to suit.	TPC	Submitted to WDC / ESCC annually for a total of 5 years
Monitor usage of Cycle Hire Hub, Car Club, and other sustainable transport infrastructure & assess requirement for additional provision.	TPC	One month prior to annual monitoring of TP.

SMART Targets

- 6.4 In order to determine the effectiveness of measures in accomplishing the set aims / objectives and targets based on DfT's '*Specific, Measurable, Achievable, Realistic, Time-bound*' (SMART) criteria are provided below, to ensure that the main outcomes can be assessed.
- 6.5 The predominant indicator of the success of a TP is considered to be a change in the modal split of trips to and from the Site with a greater proportion of trips by non-car modes and a reduction in the number of single occupancy vehicles.
- 6.6 It is not until the initial travel survey has been completed, reviewed and analysed that Site specific targets can be identified as this will form the baseline information of future assessments of the success of the TP. Thereafter the TP will be revised to contain suggested targets against which the success of the TP can be judged. TP targets will then form a continual part of the review process over subsequent years with revised targets set in conjunction with the WDC / ESCC on an agreed basis.
- 6.7 To determine initial TP targets, the baseline Census Origin Destination (O-D) method of travel to work data used in the accompanying TA has been utilised. The preliminary targets are shown in Table 6.2 which identifies a 10% reduction in single occupancy vehicle trips by Year 5 and subsequent increase in mode share of sustainable modes from the baseline.

Table 6.2 Indicative Travel Plan Targets

Objective	Baseline Modal Split – Year 1 *	Target Modal Split – Year 3	Target Modal Split – Year 5
<i>"To reduce single occupancy car travel to and from the site..."</i>	76.8%	- 5.0%	- 10.0%
<i>"To facilitate and promote the use of alternatives to car-borne travel e.g., car sharing"</i>	3.7%	+ 0.5%	+ 1.0%
<i>"To facilitate and promote the use of alternatives to car-borne travel e.g., public transport"</i>	14.1%	+ 0.5%	+ 1.0%
<i>"To facilitate and promote the use of alternatives to car-borne travel e.g., walking"</i>	3.7%	+ 2.0%	+ 4.0%
<i>"To facilitate and promote the use of alternatives to car-borne travel e.g., cycling"</i>	0.8%	+ 2.0%	+ 4.0%
*0.9% of baseline trips from 'Other' (inc. taxi & m'cycle)			

- 6.8 In determining the initial Travel Plan targets, due regard has been given to the DfT's *'Gear Change – A bold vision for cycling and walking'* which states the Government's vision for 50% of all journeys in towns and cities being walked or cycled by 2030.
- 6.9 Whilst the ultimate target of the TP will be to achieve 50% active travel trips, achieving this by 2030 is considered extremely ambitious.
- 6.10 Table 6.2 identifies an achievable 8.0% increase in active travel trips by Year 5. Continuing the trends in Table 6.2, by 2038 over 50% of the development proposals trips will be produced by walking, cycling, car sharing, and public transport. With less than 50% being private car trips.
- 6.11 Additionally, the provisional trip rate target proposes to reduce the number of two-way vehicular traffic generation by 10% during the AM and PM peak hour periods. This reduction is equivalent to 14 and 10 vehicular movements respectively being removed from the local highway network during the peak hour periods, respectively. Consequently, the provisional Travel Plan target is:

To reduce the two-way vehicular traffic generation by 10% during the AM and PM peak hour period within the first five years of the proposed development becoming occupied.

Remedial Measures

6.12 If targets are not met the TPC will ensure that corrective measures are put in place in consultation with WDC / ESCC that will comprise:

- Step 1:
 - A review meeting with WDC / ESCC to determine what measures can be taken to further reduce travel-related impacts and achieve a greater take up / reinforcement of the measures and incentives included within the TP.
- Step 2:
 - The identification and implementation of additional TP measures to those already identified (if targets are not being met towards the completion of the development).
- Step 3:
 - An increase to the TP budget by 20% to fund additional marketing and communication to promote the existing opportunities to travel sustainably.