WEST SUSSEX COUNTY COUNCIL CONSULTATION

TO:	Horsham District Council FAO:Amanda Wilkes
FROM:	WSCC - Highways Authority
DATE:	20 February 2024
LOCATION:	High Wood Hill Sports Ground Wickhurst Lane Broadbridge Heath West Sussex RH12 3YS
SUBJECT:	DC/23/2074 Stadium upgrades including additional capacity for 50 seated spectators, 50 standing spectators and spectator toilets. Construction of additional changing room. Installation of perimeter pitch fencing and alterations to existing stadium perimeter fencing. Additional turnstile adjacent to existing. Additional information has been received for this proposal.
DATE OF SITE VISIT:	n/a
RECOMMENDATION:	No Objection
S106 CONTRIBUTION TOTAL:	n/a / £ See below for breakdown.

WSCC as the CHA has reviewed the submitted Travel Plan out forward as part of this application to upgrade the exisintg Football Club facilities to provide additional changing rooms, seating, and additional toilets for visitors.

WSCC requested the applicant provide a Travel Plan to accompany the application to try to mitigate any transport impacts the increase in capacity may bring. Given this is a leisure use it is likely that car trips will be shared ; however the club can provide assitance in creating a sustainble travel culture and as such the travel plan will help to push forward any opportunites to lessen their impact on the surrounding environment.

As such WSCC accept the submitted Travel Plan as a first draft and provide comments for the applicant to take away and to incorporate further. Please note these are generic comments and therefore some will not be relevant.

WSCC Guidance on Travel Plan Statements (Travel Plans for Smaller Businesses and Residential Developments)

Travel Plans are a package of measures and initiatives that encourage more sustainable alternatives to travelling alone by car. Full Travel Plans contain targets to reduce car use and increase the use of sustainable modes by staff, residents, and visitors (modal shift).

Travel Plan Statements, for smaller developments, focus on promoting sustainable travel options and, due to the limited number of staff/residents involved, do not require modal shift targets to be set or independently monitored.
It is, however, good practice to set modal shift targets and include these in your Travel Plan Statement. Targets should be set according to existing travel patterns and the potential to increase the use of sustainable modes and reduce car use. Conducting a simple travel survey is usually the best way to gather the information you need. An example of a workplace travel survey can be found in our Business Travel Plans Info Pack, and can be easily adapted for residential developments.

As a ***minimum***, a Travel Plan Statements should include the following:

1. Background information about the site (e.g. location, number of employees/dwellings), and the reasons for developing the Travel Plan Statement (e.g. due to parking pressures, access problems, reducing traffic congestion and pollution, compliance with planning condition etc etc).
2. Details of a nominated Travel Plan Co-ordinator, who will be responsible for implementing and promoting the Travel Plan.
3. A commitment to display local public transport timetables and route maps. Further information can be found at www.westsussex.gov.uk/publictransport and on the bus operators own websites. Journey planning websites such as Traveline South East and nextbuses.mobi should also be promoted via information/welcome packs and company websites. We would also advise developers/employers to contact their local bus operators as they may be able to provide tailored travel information and offer discounted travel. Bus operators may also provide a quantity of 'taster' tickets, which to enable residents/employees to try using local bus services free of charge.

4. A commitment to display plans of local cycle routes/paths. A number of maps and guides can be found at www.westsussex.gov.uk/cycling. The County Council also has a cycle journey planning facility on its web site, which provides turn-by-turn information for the fastest, quietest, and balanced routes:
   https://www.westsussex.gov.uk/leisure-recreation-and-community/walking-horse-riding-and-cycling-routes/cycle-journey-planner/

   In addition, Pindar Creative's Travel Plan Mapping Solution is available to West Sussex organisations. The service enables developers, employers, and other organisations to purchase site-specific multi-modal travel maps, notice boards, and interactive PDFs. This service can be used to produce the local travel information for employee induction packs, notice boards, and websites etc. Further details are on our website:
   https://www.westsussex.gov.uk/roads-and-travel/travel-and-public-transport/travelwise-sustainable-transport/travel-plan-resources/#additional-support_tab

5. A commitment to promoting the health, financial, and environmental benefits of sustainable travel, and to displaying posters that encourage sustainable

travel. Posters may be obtained free of charge from the WSCC Travelwise Officer or downloaded at:
http://www.westsussex.gov.uk/leisure/getting_around_west_sussex/travelwise/supporting_material.aspx
National awareness events, such as Bike Week, Catch the Bus Week, European Mobility Week (inc. Car Free Day), Liftshare Week, Walk to School Week etc should be promoted by the TPC.

6. A commitment to promoting car sharing, and the County Council's car sharing web site www.westsussexcarshare.com. A leaflet explaining how the scheme works can be downloaded from the County Council's website and a promotional video is also available:
http://www.westsussex.gov.uk/leisure/getting_around_west_sussex/travelwise/west_sussex_car_sharing_scheme.aspx

7. A commitment to conducting a simple Travel Audit to find out:
   - how staff/residents/visitors currently travel to and from the site
   - staff shift patterns
   - how many people live/work in the same postcode area (to assess the potential for car sharing)
   - what facilities already exist on site or will be provided as part of the new development (e.g. showers, bike racks, lockers, motorcycle parking)
   - what facilities are lacking/are needed to encourage more sustainable travel

   N.B. For new developments where staff have not yet been employed the Travel Plan Statement should include a commitment to conducting travel surveys within 3 months of occupation. The results of these surveys should be submitted to the Travel Plan Officer at West Sussex County Council in the form of an updated Travel Plan Statement.
8. A commitment to approaching any neighbouring businesses to inform them of your activities and examine the potential to work together to encourage car sharing and walking/cycling buddy schemes. Residential sites should also create links with local school(s), which will almost certainly have a Travel Plan in operation.
9. Consideration of ways in which deliveries to the site may be reduced (e.g. by placing larger less frequent orders, or in the case of residential sites promoting supermarket home delivery services, on-line banking etc).
10. A commitment to promoting any discounts offered by local bike shops to employment/residential sites where a Travel Plan is in place.

11. For employment sites:

   - Consideration of ways in which business mileage might be reduced
   - Consideration of purchasing or leasing cleaner vehicles when company vehicles are due for replacement (e.g. LPG/bio-diesel/electric).
   - Consideration of the government's Cycle to Work scheme, which enables employees to take advantages of tax and National Insurance breaks when purchasing a new bicycle. Employers that sign up to the scheme also make savings though reduced NI contributions.

- A commitment to promoting WSCC's adult cycle training, and ideally funding places on the course for employees. The training is delivered on a one-to-one basis at a convenient time and location. Course costs are as follows:

Level 1 (beginner – playground/car park based) – 1 hour = £31
Level 2 (road riding) – 1.5 hours = £36
Level 3 (advanced) – 2 hours = £41

Further information is available on our website and courses can be booked online:

http://www.westsussex.gov.uk/roadsafety

12. For residential sites:

We would expect to see some sort of travel voucher offering to the initial occupants of the residential units. Vouchers should be worth at least £150 per dwelling and could be exchanged for one of the following:
a. a season ticket for the local bus service
b. a rail season ticket or network card
c. a contribution towards the purchase of a new bicycle and/or equipment
d. Bikeability training up to 4 members of the household (further details and course costs are available at www.westsussex.gov.uk/roadsafety)
e. 12 months free membership to any local Car Club (including joining fee)

The provision of one or more public access electric vehicle charging points for visitors should be considered. There are a number of charge points in West Sussex that are part of the Energise Network, and this should also be promoted through the TPS. Further information is available on our web site:

http://www.westsussex.gov.uk/leisure/getting_around_west_sussex/travelwise/electric_vehicle_charging_netw.aspx

Wherever possible, dwellings with garages should be equipped with domestic electrical sockets so as to facilitate the charging of electric vehicles.

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