



Residential Travel Plan

Land North of Rectory Lane, Ashington, West Sussex

25-036-RTP-005 Rev B

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Charles & Associates

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1 Introduction

1.1 Overview

- 1.1.1 Charles & Associates Consulting Engineers Ltd (C&A) have prepared this Residential Travel Plan (RTP) on behalf of Taylor Wimpey Strategic Land, a division of Taylor Wimpey UK Ltd (Taylor Wimpey) in relation to an outline planning application for up to 125 dwellings, access, public open space and associated landscaping, drainage and highways infrastructure. All matters reserved except access.
- 1.1.2 The Site is located to the north of Rectory Lane east of the village of Ashington, West Sussex. The Site is currently open fields. The local planning authority (LPA) is Horsham District Council (HDC) and the local highway authority is West Sussex County Council (WSCC).
- 1.1.3 The National Planning Policy Framework (NPPF) 2024 states in paragraph 118 that *“All development that will generate significant amounts of movement should be required to provide a travel plan and the application should be supported by a vision-led transport statement or transport assessment so that the likely impacts of the proposal can be assessed and monitored”*.

1.2 Report Purpose

- 1.2.1 This RTP aims to find ways to promote sustainable transport initiatives such as walking, cycling and public transport in order to reduce the use of less sustainable modes of travel. It will put forward a strategy for long-term management that aims to integrate sustainable travel behaviours into the development.
- 1.2.2 The purpose of the RTP is to identify and promote measures that encourage the use of sustainable modes of transport, including walking, cycling and public transport, and to reduce reliance on the private car.
- 1.2.3 The overarching aims and objectives of this RTP will remain consistent throughout its lifespan and to achieve this the measures within it will be updated regularly in light of monitoring results to reflect changing circumstances.
- 1.2.4 This RTP has been prepared in support of the outline planning application. It sets the framework and the ongoing travel plan would be secured by condition and S106 agreement. It should be read in conjunction with the Transport Assessment (TA), reference **25-036-RPT-004 Rev B**.

1.3 Report Structure

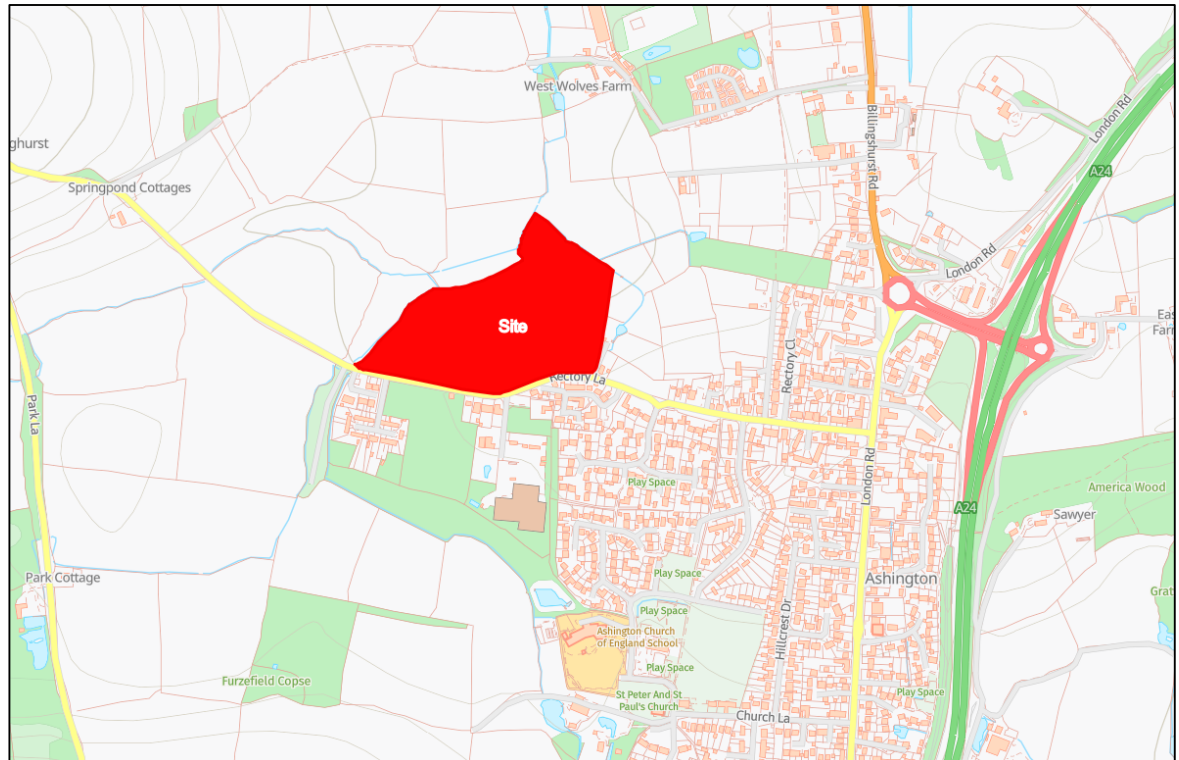
1.3.1 The following sets out the structure of this RTP:

- **Chapter 2:** Details the site location and accessibility of the site.
- **Chapter 3:** Outlines the aims, objectives and targets of this RTP.
- **Chapter 4:** Explains the RTP measures and the role of the Travel Plan Coordinator (TPC).
- **Chapter 5:** Sets out the monitoring and review template for the RTP.
- **Chapter 6:** Displays the Action Plan.
- **Chapter 7:** Summarises and concludes this RTP.

2 Site Location and Accessibility

- 2.1.1 The Site is located on the western edge of village of Ashington, in West Sussex, approximately 15km to the north of Worthing and approximately 18km to the south of Horsham. The Site is bound by Rectory Lane to the south and open land to the north, east and west as shown in **Figure 2.1** below.

Figure 2.1: Site Location



- 2.1.2 As set out in the accompanying TA, the Site is situated within a sustainable location where opportunities exist to undertake a proportion of day-to-day journeys by walking, cycling and public transport. Ashington village provides a range of local amenities including convenience retail, education, community and leisure facilities within accessible walking distances of the site.
- 2.1.3 Existing footway provision along Rectory Lane connects the Site to the wider village, while nearby Public Rights of Way (PRoW) provide additional pedestrian links and recreational walking opportunities.
- 2.1.4 A substantial proportion of Ashington village falls within an approximate 1.6km walking catchment of the Site. The Site therefore benefits from the characteristics of a walkable neighbourhood, where walking has the potential to become an attractive and convenient travel choice for shorter local journeys.

- 2.1.5 The Site also benefits from opportunities for cycle travel. In accordance with recognised active travel guidance, cycling can provide a realistic alternative to private car use for local journeys, particularly for trips within approximately 5km. Existing local roads and PRowS provide connections towards surrounding residential areas, local facilities and nearby settlements, supporting opportunities for cycle movements from the Site.
- 2.1.6 In terms of public transport accessibility, the nearest bus stops are located on London Road, approximately 600m east of the Site and are accessible via existing footway provision. The stops are served by the Metrobus Route 23 service, which provides regular connections to Horsham, Crawley and Worthing throughout the day. These destinations provide access to employment, education, retail, healthcare and onward rail services. The service represents a frequent public transport option for future residents and provides a realistic alternative to private car travel for a range of journey purposes.
- 2.1.7 Overall, the Site is well placed to support sustainable travel choices and provides future residents with opportunities to travel by non-car modes in accordance with national and local policy and sustainable transport objectives.

3 Aims, Objectives and Targets

3.1 Overview

- 3.1.1 This section outlines the aims, objectives and targets of this RTP. These have been developed with consideration to relevant planning policy and the opportunities/constraints arising from the geographic location of the site and surrounding amenities and infrastructure.

3.2 Aim and Objectives

- 3.2.1 The aim of this RTP is to promote a shift away from car-based travel and to encourage new residents to move towards more sustainable travel modes such as walking, cycling, public transport and car sharing. EV vehicles also provide a more sustainable alternative, and their use will be encouraged through the provision of charging points and monitored throughout the lifetime of this RTP. It is the intention of this RTP to influence how journeys are made on a day-to-day basis and encourage all occupiers to actively participate in monitoring travel behaviour.
- 3.2.2 This will be achieved through the following objectives:
- Improve local infrastructure surrounding the site associated with sustainable modes of travel to improve the sustainable links from the site into the local area;
 - Provide a greater choice and thus increase the usage of sustainable travel modes through infrastructure provision, incentives and promotion;
 - Create healthier and happier communities by encouraging active and social modes of travel;
 - Engage with residents to increase awareness of the benefits of sustainable travel both short-term and long-term and encourage behavioural change; and
 - Carry out an annual review of the Travel Plan (via a travel survey) and report its progress.

3.3 Targets

- 3.3.1 As this RTP relates to an as yet unbuilt development, the mode share targets have been based on available information about travel in the surrounding areas. Following an analysis of the results of the first travel plan survey, the baseline travel habits of residents will be established, and the targets will be revised accordingly.

- 3.3.2 The RTP focuses on journey to work data for the baseline mode split, as these trips tend to occur when the road network is most congested, and this information is readily available from census data. The most recent data available is from the 2021 Census, carried out on 21st March 2021. Nevertheless, during the latest census, the population was subject to significant restrictions on movement¹ and many businesses were not able to operate in the same way as they would normally do due to the COVID-19 Pandemic. For this reason, data from the 2011 Census was used for the below analysis.
- 3.3.3 Super output area '**E02006602: Horsham 015**' middle layer has been used as the trip origin area as it is inclusive of the site.
- 3.3.4 The data will be used as the provisional baseline for the RTP before any monitoring can be undertaken. The mode share for these residents is shown in **Table 3.1**.

Table 3.1: Baseline Modal Split

Mode	Total Users	Percentage %
Car Driver	2754	73%
Walk	229	6%
Cycle	24	1%
Bus, Coach	42	1%
Train	129	3%
Car Passenger	133	4%
Other (Taxi/Motorcycle)	51	2%
Working from Home	406	11%
Total	3768	100%

- 3.3.5 The data shows approximately 7% of residents within the area are currently using an active mode of travel to get to work, with 6% walking and 1% cycling. There are 2% utilising public transport, with 1% catching a bus or coach and 1% getting the train.
- 3.3.6 This RTP aims to achieve a headline target of 5% less car traffic than similar existing developments. This results in a modal split change from 73% to 68% for car users. This will be achieved through small increases in mode share for walking, cycling, car sharing and public transport, as summarised in **Table 3.2** below.

¹ GOV.uk - [Prime Minister announces national lockdown - GOV.UK](https://www.gov.uk/government/news/prime-minister-announces-national-lockdown)

Table 3.2: Travel Plan Target

Target	Indicators
Reduce commuting single occupancy car use by 5%	2.5% increase in active travel modal split
	0.5% increase in car sharing modal split
	2% increase in PT modal split

4 Travel Plan Measures

4.1 Overview

- 4.1.1 This section of the RTP outlines the measures to be implemented on site to encourage use of non-car modes and car sharing. These measures form the core of this RTP document, but it should be noted this list is not exhaustive, and further measures should be investigated throughout the lifetime of the RTP.

4.2 Travel Plan Management

Travel Plan Coordinator (TPC)

- 4.2.1 The appointment of a Travel Plan Coordinator (TPC) is key to the success of any Travel Plan. The TPC is responsible for overseeing the implementation of the RTP.
- 4.2.2 The responsibility of the TPC required them to:
- Act as a main point of contact for all Travel Plan issues.
 - Produce the Travel Information Packs for distribution to all new residents upon occupation.
 - Coordinate and implement the measures outlined in the RTP.
 - Maintain and update all travel related information provided to residents.
 - Arrange events and marketing campaigns aimed at encouraging sustainable travel to/from the site.
 - Liaise with local cycle shops and public transport operators with regards to securing vouchers/discounts.
 - Carry out monitoring on a yearly basis to assess the effectiveness of the Plan and adjust the measures accordingly.
 - Inform the Local Planning Authority of any updates to the Travel Plan.
- 4.2.3 The TPC will work with the Taylor Wimpey sales team to ensure that house buyers are aware of their travel options from the outset.
- 4.2.4 It will be the responsibility of the developer to appoint a TPC at least three months prior to occupation. Their contact details should be provided within the full Travel Plan which should be submitted to the Local Planning Authority and approved prior to any occupation on-site.

4.3 Travel Plan Promotion

- 4.3.1 A comprehensive package of promotional measures will be provided to ensure the Travel Plan is a part of the culture of this development. The Travel Plan will be promoted to all prospective and new residents, and it will be kept visible throughout the life of the Travel Plan.

Travel Information Leaflets

- 4.3.2 Fundamental to delivering any modal shift is the provision of relevant and up-to-date sustainable travel information. All new residents will be provided with a Travel Information Leaflet upon occupation, and these are intended to give a “kickstart” to influence residents’ travel habits from the outset. Leaflets will also be available in the sales office to enable sales staff to market the travel choices available. Each pack will be compiled closer to occupation and will include:

- Details of walking and cycling routes, destinations and local groups which can support residents;
- Provision of walking and cycling maps of the local area as well as details of leisure routes within the wider area;
- The benefits of reducing car use such as improved health through increased walking and cycling, as well as potential money savings from not running a car;
- Links to further information such as the NHS, Horsham District Council (HDC) and West Sussex County Council (WSCC) websites which encourage travel through active and sustainable means;
- Incentives available to residents (as described below); and
- Contact details for the TPC.

National Campaigns

- 4.3.3 Residents will be encouraged to take part in national campaigns which aim to promote using active travel modes to get to work and school. Promotional materials will be distributed to encourage residents to take part. Most of these campaigns take place in the spring/summer. Campaigns are listed below:

- Walk Wheel Cycle Trust (previously Sustrans)
- Walk to School Week
- Living Streets National Walking Month
- Cycle to Workday

Publicity

- 4.3.4 The TPC will prepare and issue an annual Travel Plan newsletter, which will include a dedicated section for residents to raise travel-related issues, suggestions and feedback.
- 4.3.5 This newsletter will highlight the successes of the TP and identify areas for improvement. It is also anticipated that a small section of the newsletter will be allocated for residents' experiences of alternative travel modes and tips for more sustainable travel. A means of providing feedback will be provided in order to highlight and/or report any deficiencies in the travel infrastructure that they have noticed in the previous period.

Travel Information Boards

- 4.3.6 A notice board will be provided with a weather and vandal proof case at a strategic, well-lit point within the development. The noticeboard will contain maps of cycle routes and footways within the area with local destinations such as bus stops, rail stations, shopping and leisure facilities highlighted. Also, bus timetables for services adjacent to the development will be included. Contact details for the TPC and any TP updates will be displayed.

4.4 Travel Incentives

- 4.4.1 Providing a travel incentive to all new residents of the development will encourage them to try new modes of travel whilst not having to fully commit to using their own resources. It is importance that incentives are provided on occupation of dwellings, giving residents the opportunity to trial a new way to travel before settling into habitual use of the private car. The incentives will give residents the chance to explore their new local area whilst forming new habits, thereby encouraging them in the future. For some, public transport costs will be lower than running a private vehicle.
- 4.4.2 The exact value of each of the incentives will be confirmed when the full Travel Plan is submitted but each incentive will be equivalent in value. There will be a limit of one incentive per household, and the following provides some detail on the incentives proposed:
- Bus voucher – provision of a bus ticket providing free bus travel for a limited period (typically 4 weeks). This ticket will provide residents with 4 weeks of free travel from the site (Ashington) to Horsham and/Worthing. These can be obtained via the Metrobus app or website and would be reimbursed to the residents by contacting the TPC and supplying a receipt.
 - Contribution towards the cost of a new bicycle or related equipment such as lights, locks and helmets – residents will be provided with a voucher for a local cycle retailer allowing them a discount off the total price of a new bike and/or cycling equipment.

4.5 Cycle Training

- 4.5.1 WSCC offers cycle training courses for residents aimed at new and returning cyclists. These courses are delivered on a one-to-one basis by nationally accredited instructors and can be booked via the West Sussex County Council website² which provides further information. The Travel Information Leaflet will direct residents to these opportunities.
- 4.5.2 Cycle training for school children³ is delivered by Bikeability sessions which West Sussex County Council organise with local schools, helping children develop practical skills and understanding in order to keep them safe on the road.

4.6 Reducing Vehicle Impact

Car Share Database

- 4.6.2 Car sharing is a process which is most effective on regular commutes, with residents working in similar locations sharing the use and cost of a single car. Fundamental to its success is the process of bringing together residents who can reasonably car share. The potential for matching journeys that facilitates car sharing taking place is greatly enhanced by an increased pool of individuals involved in the scheme.
- 4.6.3 Promotion of the West Sussex Car Sharing⁴ scheme will be shared through all associated channels. The scheme is free to join through the West Sussex County Council website which provides a video and a leaflet for more information. The Travel Plan will promote the benefits of car sharing such as cost savings, parking space guarantees at some workplaces and social benefits.

EV Charging Points

- 4.6.4 The ability to charge electric vehicles at home is imperative and so every dwelling with on-plot parking will have an active charging point. Active EV charging facilities will be provided for each dwelling with a private driveway in accordance with Building Regulations Part S.
- 4.6.5 Furthermore, in December 2019 WSCC approved an EV strategy for West Sussex (2019 – 2030) and to deliver the ambitions of the strategy, WSCC have formed a partnership with HDC.

² [WSCC: One -to-one cycle training](#)

³ [Cycle safety courses for school children](#)

⁴ [West Sussex Car Sharing](#)

- 4.6.6 As part of the strategy West Sussex Chargepoint Network has been established and chargers are being installed across the county on streets, in council car parks and at community facilities to form a new West Sussex Chargepoint Network⁵.

4.7 Reducing the Need to Travel

Encouraging Working from Home

- 4.7.2 Ultrafast full fibre broadband is available in the vicinity of the Site. The Site will be provisioned with full fibre broadband access, providing ultrafast and reliable internet access which will enable residents to confidently work from home. There will be the provision of home working spaces in some dwellings which will give residents dedicated space to work from home, reducing the need to travel to work.
- 4.7.3 Whilst home working is at the discretion of employers, the benefits of home working will be passed on to residents.

4.8 Active Travel

- 4.8.1 The proposed and consented infrastructure improvements detailed below (associated with the neighbouring consented developments (DC/22/0372 and DC/25/1327) are illustrated in **Drawing 25-036-009 Rev B**.
- 4.8.2 As part of the proposals, a dedicated active travel access is proposed at the centre of the site frontage into Parcel B, connecting to PRow ASH 2607 on the southern side of Rectory Lane. The access would provide a direct connection to Ashington village via PRow ASH 2607, as well as east-west connectivity via Rectory Lane.
- 4.8.3 In addition, a section of the existing footway on the southern side of Rectory Lane, between the private drive east of the eastern access and the proposed active travel connection, would be resurfaced, this will be secured by s106.

⁵ [West Sussex Chargepoint Network](#)

Infrastructure as part of consented neighbouring development

- 4.8.4 As part of the neighbouring development '*Chanctonbury Nurseries*⁶, *Rectory Lane*' currently being built out by Elivia Homes, the Section 106 document includes the upgrading of PRoW ASH 2607 to facilitate year-round use for pedestrians and cyclists (resurfacing and lighting). This will provide a suitable and accessible route directly to the primary school and community centre, as well as being an alternative off-road route into the village. The development obligation also includes vegetation clearance along Rectory Lane to increase the effective width of the footway.
- 4.8.5 As part of another consented neighbouring development '*Land East of Mousdell Close*⁷, *Rectory Lane*' further improvement has been introduced, which included provision of a dropped kerb/tactile paving crossing on London Road to improve access to the southbound bus stop. The development also proposes tactile paving at below junction along Rectory Lane:
- Blakiston Close/Rectory Lane Junction
 - Rectory Lane/Meiros Way Junction
 - The Sands/Rectory Lane Junction
 - Rectory Lane/Rectory Close Junction

Active Travel 'Soft' Measures

- 4.8.6 To encourage active travel, the following measures will be implemented:
- The health benefits of active travel modes for the commute to work or school will be promoted through all channels;
 - Local walks and/or cycle routes to key destinations will be highlighted and advertised;
 - Provide ideas to set up local walking/cycling groups to encourage new residents;
 - Provide information on West Sussex County Council's cycle training courses;
 - The TPC will seek to obtain preferential rates for new cycle purchases, servicing, and cycle spaces at local cycle shops.

⁶ [DC/22/0372 – Demolition of existing buildings and erection of 74 dwellings with associated parking and landscaping](#)

⁷ [DC/25/1327 – Erection of 74 dwellings with associated access, parking and landscaping](#)

4.9 Public Transport

Bus

- 4.9.2 The Rectory Lane bus stop on London Road will be upgraded as part of neighbouring development *Land East of Mousdell Close*⁸, *Rectory Lane* including the provision of two new uncontrolled pedestrian crossings, with dropped kerbs and tactile paving to the north and south of Rectory Lane, to enhance connectivity to each bus stop across London Road. The upgrade to the bus stop consists of replacing the existing bus shelters and seating, as well as to provide new cycle stands within the highway verge close to the bus stop. The application site proposes to provide lighting at these stops to further add to the attractiveness of bus travel during hours of darkness.

Bus 'Soft' Measures

- 4.9.3 The following measures will be implemented to encourage the future resident:
- The financial benefits of bus travel compared with owning a vehicle;
 - Highlight local bus services and their routes;
 - Provide a guide of journey times comparisons between private car and buses;
 - Provide links to bus services ticketing apps and/or websites.

⁸ [DC/25/1327 – Erection of 74 dwellings with associated access, parking and landscaping](#)

5 Monitoring

- 5.1.1 Monitoring is an important part of the RTP, as it allows the effectiveness of the Plan to be reviewed and provides a basis for future updates and improvements throughout the lifetime of the development. The RTP will therefore be regularly monitored and reviewed to ensure that it remains relevant to residents and visitors and continues to encourage sustainable travel choices.
- 5.1.2 The TPC will be responsible for the ongoing implementation, monitoring and management of the RTP, with support from the Developer where required. All monitoring will be undertaken in accordance with the latest WSCC guidance and best practice relating to travel planning.
- 5.1.3 Monitoring will be undertaken through travel surveys issued to occupied households. The surveys will seek to identify travel patterns associated with the development, including preferred travel modes, trip purposes and levels of car ownership.
- 5.1.4 The monitoring programme will begin with an initial Baseline Travel Survey once the development reaches 75% occupation. The scope and methodology of the survey will be agreed with WSCC and designed to monitor the performance of the RTP against the agreed targets.
- 5.1.5 Information gathered through the Baseline Travel Survey will establish how residents travel to and from the site and will inform a review of the measures included within the RTP. This will help identify whether the existing measures are effectively supporting sustainable travel choices or whether any additional measures or initiatives may be required. Monitoring surveys will then be undertaken annually to review the ongoing effectiveness of the RTP and monitor progress against the agreed targets.
- 5.1.6 The success of the RTP will be measured through its ability to reduce reliance on private car travel and encourage a greater proportion of trips by sustainable modes. The baseline mode share identified within the targets section of this RTP will form the initial benchmark for the development. Following each monitoring exercise, the site-specific mode share and associated targets will be reviewed and updated where appropriate to reflect observed travel behaviour and any emerging trends.
- 5.1.7 Following each monitoring exercise, the TPC will prepare a monitoring report for submission to HDC Travel Plan Officers. The Council will receive a monitoring fee for reviewing each monitoring report. The report will include:
- an overview of the RTP objectives and targets;
 - details of the monitoring methodology and survey approach;

- a summary of the survey findings and performance against the agreed targets;
- a review of the effectiveness of the measures implemented; and
- details of any additional measures or actions proposed where further improvements are considered necessary.

5.1.8 The monitoring and review process will be managed by the TPC in consultation with residents and reported to the site developer and WSCC. Where monitoring identifies that targets are not being achieved, the RTP will be reviewed and updated accordingly, including the introduction of additional measures where appropriate. The review process will also allow any new travel-related issues arising during the lifetime of the development to be identified and addressed.

6 Action Plan

- 6.1.1 The following Action Plan, in **Table 6.1**, outlines the RTP measures and when they will be implemented. This Action Plan will be reviewed regularly by the TPC to ensure all actions have been undertaken. It will be updated as a result of each monitoring cycle, outlined in the previous section of this RTP, and further measures included where necessary.

Table 6.1: Action Plan

Measure	Action	Date
Appoint Travel Plan Coordinator	Identify/appoint TPC	Before Occupation
Cycle Parking	Installation by Developer	Before Occupation
EV Charging	Installation by Developer	Before Occupation
Residents made aware of RTP measures	Circulation of Travel Plan Leaflets	At the start of occupation
Travel Information Update	TPC to review public transport timetables and walking and cycling route maps to ensure all date provided is kept up to date	Every 6 months post first occupation
First Monitoring Review	Send out travel questionnaires, update RTP, assess measures against results and amend accordingly	Upon 50th occupation
Second Monitoring Review	Send out travel questionnaires, update RTP, assess measures against results and amend accordingly	One year from first monitoring review
Third and Final Monitoring Review	Send out travel questionnaires, update RTP, assess measures against results and amend accordingly	Two years from first monitoring review

- 6.1.2 Once the RTP has been approved by the local planning authority and before occupation of houses on site, the TPC will establish points of contact to liaise with relevant parties needed to be consulted.
- 6.1.3 Continual efforts will be made to ensure this RTP continues to be relevant and effective. For example, the information and literature provided across all forms of media should be kept up to date. Change must then be communicated to residents through the relevant information channels.
- 6.1.4 This RTP represents an on-going commitment to the residents of the development and that of the local area to support and encourage sustainable modes of transport within Ashington.

7 Summary and Conclusions

- 7.1.1 This RTP promotes sustainable travel among residents at the Land north of Rectory Lane development in Ashington and thus aims to minimise private car trips. This RTP will be submitted as part of the outline application.
- 7.1.2 Taylor Wimpey is committed to the RTP arrangements, which demonstrates the importance, and the environmental, health and commercial benefits, of increasing the use of sustainable modes of travel as an alternative to the private car.
- 7.1.3 A TPC will be assigned to manage the RTP process including promoting the measures to residents, organising travel surveys, and liaising with WSCC and HDC.
- 7.1.4 This RTP provides measures to promote sustainable travel including cycle training, car sharing and incentives for cycling and public transport. The measures outlined in the RTP will encourage residents to consider their travel behaviour and encourage them to use alternatives to the private car, where possible.

Drawings

