James Neave Principal Planner

Please respond to James Neave Tel: 0330 2225 571 email: james.neave@westsussex.gov.uk

www.westsussex.gov.uk

**County Planning** 

County Hall Chichester West Sussex PO19 1RH



Tel: 01243 777 100

Camilla Fisher RPS Group Plc.

31 January 2022

By email only

Dear Ms. Fisher,

Application Ref:WSCC/015/18/NH (APP/P3800/W/18/3218965)Proposal:Recycling, Recovery and Renewable Energy Facility and Ancillary<br/>Infrastructure

Address: Former Wealden Brickworks (Site HB), Langhurstwood Road, Horsham, West Sussex, RH12 4QD

#### Condition(s):

Thank you for your recent submission regarding the above. The Council has considered the information and I am now able to inform you that:

#### **Condition 26 – Travel Plan Statement**

The submitted detail for condition 26 (ref: Travel Plan Statement – Version F – dated  $31^{st}$  January 2022) is acceptable, and the pre-commencement element of condition 26 is now **discharged**.

Yours sincerely

James Neave



## RECYCLING, RECOVERY AND RENEWABLE ENERGY FACILITY, FORMER WEALDEN BRICKWORKS HORSHAM

**Travel Plan Statement** 

JNY8741-07F Travel Plan Statement Version F 31 January 2022

www.rpsgroup.com



Document Status						
Version	Purpose of document	Authored by	Reviewed by	Approved by	Review date	
F	Discharge Planning Condition	Charles Montgomerie	David Archibald	David Archibald	January 2022	

This report was prepared by RPS Consulting Services Ltd ('RPS') within the terms of its engagement and in direct response to a scope of services. This report is strictly limited to the purpose and the facts and matters stated in it and does not apply directly or indirectly and must not be used for any other application, purpose, use or matter. In preparing the report, RPS may have relied upon information provided to it at the time by other parties. RPS accepts no responsibility as to the accuracy or completeness of information provided by those parties at the time of preparing the report. The report does not take into account any changes in information that may have occurred since the publication of the report. If the information relied upon is subsequently determined to be false, inaccurate or incomplete then it is possible that the observations and conclusions expressed in the report may have changed. RPS does not warrant the contents of this report and shall not assume any responsibility or liability for loss whatsoever to any third party caused by, related to or arising out of any use or reliance on the report howsoever. No part of this report, its attachments or appendices may be reproduced by any process without the written consent of RPS. All enquiries should be directed to RPS.

Prepared by:

Prepared for:

#### **RPS Consulting Services Ltd**

Britaniacrest Recycling Ltd

Charles Montgomerie Senior Consultant

20 Western Avenue, Milton Park, Abingdon, Oxfordshire. OX14 4SH

**T** 01235 432 190

**E** charles.montgomerie@rpsgroup.com



### Contents

INTRODUCTION	1
RECYCLING, RECOVERY AND RENEWABLE ENERGY FACILITY LOCATION	
INFORMATION	2
AIM AND OBJECTIVES	5
MANAGEMENT AND INITIATIVES	6
MONITORING AND IMPLMENTATION	9
	INFORMATION AIM AND OBJECTIVES MANAGEMENT AND INITIATIVES

## Appendices

APPENDICES APPENDIX A – STAFF TRAVEL AUDIT



# **1** INTRODUCTION

#### Introduction

- 1.1 This Travel Plan Statement (TPS) has been prepared in order to discharge Condition 26 of planning permission (reference WSCC/015/18/NH) which was granted on Appeal (reference APP/P3800/W/18/3218965) for a recycling, recovery and renewable energy facility and ancillary infrastructure at the Former Wealden Brickworks, Langhurstwood Road, Horsham, West Sussex.
- 1.2 Condition 26 of the planning permission states:

"Prior to the commencement of the development hereby permitted a Travel Plan Statement (TPS) shall be submitted to and approved in writing by the County Planning Authority. The TPS shall include continuing long-term measures to promote and encourage alternative modes of transport to the single-occupancy car. The approved TPS shall be implemented in accordance with the approved details prior to the first operation of the facility hereby approved."

1.3 The Recycling, Recovery and Renewable Energy Facility is located within the West Sussex County Council (WSCC) administrative boundary.

## **Travel Plan Statement Scope**

- 1.4 This TPS sets out objectives and suggests initiatives to promote and provide for the use of sustainable travel modes. Implementation and monitoring of the TPS is also detailed.
- 1.5 The TPS has been produced with reference to the National Planning Policy Guidance (NPPG) 'Travel Plans, Transport Assessments and Statements' (Department for Communities and Local Government, 2014) (now the Ministry of Housing, Communities and Local Government). The TPS has also been produced in line with WSCC Guidance on Travel Plan Statements and is structured as follows:
  - Section 2: Information;
  - Section 3: Aims and Objectives;
  - Section 4: Management and Initiatives; and
  - Section 5: Monitoring and implementation.
- 1.6 This TPS is a document that sets out details of the initiatives, monitoring, implementation and responsibilities. The TPS provides a commitment to deliver the travel planning initiatives.



## 2 RECYCLING, RECOVERY AND RENEWABLE ENERGY FACILITY LOCATION INFORMATION

#### Introduction

2.1 This section of the TPS reviews the Recycling, Recovery and Renewable Energy Facility location and existing sustainable transport network within its vicinity considering the opportunities for all forms of transport to and from the site, including walking, cycling and accessibility to the public transport network together with describing the local highway network to facilitate it.

# Recycling, Recovery and Renewable Energy Facility and Surroundings

- 2.2 The Recycling, Recovery and Renewable Energy Facility lies within the larger 24.4 ha Warnham and Wealden Brickworks area. To the east of the Recycling, Recovery and Renewable Energy Facility is the new Mechanical Biological Treatment Facility operated by Biffa in partnership with WSCC. Weinerberger operate the Warnham Brickworks to the south of the Recycling, Recovery and Renewable Energy Facility.
- 2.3 To the north are some ponds located on third party land. Beyond this lies the Brookhurst Wood Landfill site.
- 2.4 Access to the Recycling, Recovery and Renewable Energy Facility is taken from Langhurstwood Road.

#### **Highway Network**

- 2.5 The Recycling, Recovery and Renewable Energy Facility access is located approximately 800 metres north of the A264 on Langhurstwood Road, approximately 3.5 kilometres north of Horsham. The Recycling, Recovery and Renewable Energy Facility access road is subject to a 10-mph speed limit and is generally 6.7 metres wide. It forms the minor arm of a simple priority junction with the western side of Langhurstwood Road, which is subject to a 40-mph restricted speed limit and is a rural single carriageway road. There is no street lighting along Langhurstwood Road and there are no footways. All journeys along Langhurstwood Road must therefore be made on the carriageway, sharing with vehicles, which is not conducive for vulnerable road users including pedestrians and cyclists. At its southern end, Langhurstwood Road forms a junction with the eastbound carriageway of the A264 via a left-in / left-out arrangement with associated acceleration and deceleration tapers.
- 2.6 There are no facilities provided for right turn movements into and out of Langhurstwood Road on the A264 and so U-turns must be made at roundabout junctions to the east and west to accommodate these.
- 2.7 The A264 is a high standard dual carriageway forming part of the county's Strategic Lorry Route and links Horsham to the M23 and Crawley. The A264 is subject to a derestricted national speed limit. It is a dual carriageway from the M23 east of the Recycling, Recovery and Renewable Energy Facility access to the junction with the A24 west of the Recycling, Recovery and Renewable Energy Facility access. There are no footways and it is bound by grass verges /

JNY8741-07F | Travel Plan Statement | Version F | 31 January 2022



embankments and fields. The A264 is located between the Recycling, Recovery and Renewable Energy Facility and Horsham with trips between these required to cross the dual carriageway, which is not conducive for vulnerable road users including pedestrians and cyclists.

## **Pedestrian and Cyclist Facilities**

- 2.8 The access to the Recycling, Recovery and Renewable Energy Facility is from Langhurstwood Road, approximately 350 metres north of the simple priority junction with Mercer Road and approximately 800 metres north of the A264. The Recycling, Recovery and Renewable Energy Facility is situated in a rural setting with few dwellings and amenities situated within a 1 kilometre radius of the Recycling, Recovery and Renewable Energy Facility. The roads surrounding the Recycling, Recovery and Renewable Energy Facility are not supported by formal pedestrian infrastructure as there is a negligible demand for pedestrian trips in this vicinity. There are no public rights of way in the immediate vicinity of the Recycling, Recovery and Renewable Energy Facility.
- 2.9 Langhurstwood Road is aligned by soft grass verges and maintains good sightlines for vehicular traffic and pedestrians for the majority of the road. There is no formal cycling infrastructure in the vicinity of the Recycling, Recovery and Renewable Energy Facility. There are no bus stops in the vicinity of the Recycling, Recovery and Renewable Energy Facility.
- 2.10 Pedestrian facilities, including crossing facilities, are provided within the Recycling, Recovery and Renewable Energy Facility to provide safe provision for pedestrians to their places of work.
- 2.11 Pedestrians and cyclists to/from the Recycling, Recovery and Renewable Energy Facility must walk/cycle on the carriageway along Langhurstwood Road (40mph speed limit) and those travelling to/from Horsham must either cross or cycle along the A264 dual carriageway (70mph speed limit). This is not conducive to walking or cycling trips to/from the Recycling, Recovery and Renewable Energy Facility.

#### **Public Transport**

- 2.12 Mercer Road links the Recycling, Recovery and Renewable Energy Facility to Warnham Railway Station, with both platforms accessible via pedestrian level crossing. Mercer Road is a cul-de-sac with vehicles no longer able to cross the railway and is thus sparsely trafficked. Warnham station is managed by Southern Rail and offers an hourly service toward Horsham and an hourly service to London Victoria via Hackbridge. It is approximately a 700-metre walk from the station to the Recycling, Recovery and Renewable Energy Facility access.
- 2.13 Those travelling by rail must complete the section between the Recycling, Recovery and Renewable Energy Facility and Warnham Railway Station along the carriageway of Mercer Road (40mph speed limit) and Langhurstwood Road (40mph speed limit). This is not conducive for trips to/from the Recycling, Recovery and Renewable Energy Facility for this section of the journey made by rail.

## **Existing Workforce**

2.14 Employees will populate the Recycling, Recovery and Renewable Energy Facility towards the end of its construction phase when commissioning commences. Once all employees are in place



their details with regards to travel will be incorporated through the Staff Travel Survey discussed in **Section 5**.



# **3 AIM AND OBJECTIVES**

#### Aim

- 3.1 The overall aims of the TPS are:
  - To promote sustainable travel to and from the Recycling, Recovery and Renewable Energy Facility by maximising opportunities for staff to travel by means other than alone by car by improving the choice of sustainable transport modes available to them; and
  - Be responsive to changing circumstances and to the results of the on-going monitoring and evaluation of the TPS, having regard to targets. In particular, the surrounding transport network is not conducive to trips by walking, cycling or public transport and this TPS is therefore responsive to future changes to the network such that they become conducive.

#### **Objectives**

- 3.2 In support of these aims, the TPS aims to meet the following objectives:
  - Minimise Single Occupancy Vehicle (SOV) car travel to / from the Recycling, Recovery and Renewable Energy Facility;
  - Maximise the use of sustainable transport options;
  - Provide the required information and incentives to staff, to encourage travel via sustainable methods of transport;
  - Reduce the transport related environmental impacts at the Recycling, Recovery and Renewable Energy Facility; and
  - Increase the attractiveness of car sharing and other safe sustainable modes of transport.
- 3.3 By achieving these objectives, the intent of the TPS is to help:
  - Reduce potential adverse impact of the surrounding transport network and local community;
  - Reduce pressure on car parking;
  - Maximise safety at the Recycling, Recovery and Renewable Energy Facility;
  - Promote equal opportunities by offering wider travel choices;
  - Improve personal and wider community health;
  - Reduce air and noise pollution; and
  - Reduce stress from less congestion and easier car parking.



# 4 MANAGEMENT AND INITIATIVES

#### Introduction

4.1 This section of the TPS sets out how the TPS will be managed and identifies the initiatives that will be implemented to encourage sustainable travel by employees.

## **Travel Plan Statement Management**

- 4.2 The TPS will be implemented and managed by a Travel Plan Statement Co-ordinator (TPC). The TPC will be appointed once staff at the plant have been appointed and prior to occupation. Until that time an Interim TPC has been appointed, the contact details of which are as follows:
  - Chris Foss
  - Britaniacrest Recycling Ltd
  - 26 Reigate Road, Hookwood, Surrey, RH6 0HJ
  - 01293 820021
- 4.3 The duties acquired by the TPC role will be part of their existing role for the companies' Environmental Management System (EMS). Once in place the TPC will provide their details to the local authorities and to staff.
- 4.4 Given the scale of the Recycling, Recovery and Renewable Energy Facility the TPC will have responsibility for:
  - Implementing and monitoring all the initiatives within the TPS;
  - Regularly promoting and evaluating the success of each TPS initiative;
  - Approaching the neighbouring businesses to inform them of TPS activities and examine the potential to work together to encourage car sharing and walking / cycling buddy schemes.
  - Identifying any required amendments to the TPS initiatives; and
  - Liaising with the local authorities as required.

#### **Travel Information and Awareness**

- 4.5 All employees upon commencement of their employment will be talked through the sustainable travel (travelling by means other than single occupancy vehicle) information, located on the up to date notice board, to travel to and from the Recycling, Recovery and Renewable Energy Facility and into the surrounding area. Visitors will also be encouraged to travel to the Recycling, Recovery and Renewable Energy Facility by means other than single occupancy vehicle, where possible.
- 4.6 Sustainable Travel Information and details of the TPS will be displayed on notice boards to encourage travel by sustainable means (travelling by means other than single occupancy vehicle) wherever possible.



- 4.7 Sustainable travel will be promoted, ensuring staff are aware of the health, financial and environmental benefits of sustainable travel. Posters will be included on notice boards promoting sustainable travel benefits, including those found on the WSCC website.
- 4.8 Sustainable travel will also be promoted for business trips to seek to reduce business mileage.
- 4.9 National events (Bike Week, Car Free Day, Liftshare Week) will also be promoted to staff.

#### Walking and Cycling

- 4.10 The surrounding transport network is not conducive to trips being made by walking and cycling, However, these modes of travel would be promoted should improvements be made to the surrounding transport network such that they became conducive. If such improvements were made, to encourage sustainable travel to / from the Recycling, Recovery and Renewable Energy Facility, particularly for staff, the following measures would be promoted by the TPC:
  - Display local cycle and pedestrian route maps, including those shown on the WSCC website, where all staff will be able to view them, such as on the notice board;
  - Ensure employees are aware of the WSCC cycle journey planning facility, also found on their website as well as other journey planning websites;
  - Promote WSCC's Bikeability training, details of which will be included on notice boards and employees will be made aware of details on the WSCC website;
  - Employees will be made aware of the governments Cycle to Work scheme to purchase a new bicycle;
  - Employees will also be made aware of bike shop discounts negotiated by WSCC found on their website; and
  - The TPC will be responsible to advertising all these measures on the notice board and keeping it up to date.

#### **Car Sharing**

4.11 To encourage staff to car share, the TPC will promote car sharing and explain the benefits of doing so. The TPC will ensure staff are aware of the WSCC car sharing website together with other websites such as Liftshare. The TPC will arrange for priority parking to be given to all car sharers. Information on car sharing will be displayed on the notice boards and will be regularly updated.

#### **Public Transport**

4.12 The surrounding transport network is not conducive to trips being made by public transport. However, these modes of travel would be promoted should improvements be made to the surrounding transport network such that they became conducive. If such improvements were made, to encourage staff to travel by public transport, wherever possible, to and from the Recycling, Recovery and Renewable Energy Facility by public transport, information will be displayed on the notice boards at the Recycling, Recovery and Renewable Energy Facility and will be regularly updated.

JNY8741-07F | Travel Plan Statement | Version F | 31 January 2022



## **Electric Car Charging**

4.13 In order to promote the use of electric cars amongst staff and visitors, six car parking spaces (20% of the total) will have active charging facilities and the remaining 25 car parking spaces will be passive and have the necessary electrical infrastructure installed for future connection when demand is met.



# 5 MONITORING AND IMPLMENTATION

#### **TPS Monitoring**

- 5.1 The user groups identified and targeted by this TPS are staff. The travel behaviours of these user groups will be managed using user group-specific measures and tools.
- 5.2 Travel Plans for staff focus primarily on commuter travel and travel in the course of work. Travel Plans for staff typically combine measures to support walking, cycling, public transport and car sharing, reinforced with promotion and incentives and the management of workplace parking.
- 5.3 The TPC will conduct a Staff Travel Audit, located at **Appendix A**. This will provide travel information including:
  - how staff travel to and from the Recycling, Recovery and Renewable Energy Facility;
  - staff shift patterns;
  - how many people live / work in the same postcode area;
  - what facilities already exist; and
  - what facilities are lacking / are needed to encourage more sustainable travel.
- 5.4 Staff will populate the Recycling, Recovery and Renewable Energy Facility towards the end of its construction phase when commissioning commences. As such, and in accordance with WSCC guidance the Staff Travel Audit arranged by the TPC will be conducted within three months of the Recycling, Recovery and Renewable Energy Facility being fully occupied with staff.
- 5.5 The results of the audit will be submitted to the Travel Plan Officer at West Sussex County Council in the form of an updated TPS. This will also include a set of modal shift targets, based upon the Staff Travel Audit which will reveal existing travel patterns, to further encourage sustainable travel and reduce car use.
- 5.6 Additionally, the TPC will actively monitor the use of the charging facilities at the electric car charging spaces and identify demand. This will be undertaken by visual inspection and through day-to-day conversations with staff on site. If demand for charging facilities regularly reaches 80% of the number of spaces, an additional space will have charging facilities installed.

## **TPS Implementation**

- 5.7 The TPC will enact the initiatives shown in **Section 4**. The TPC will undertake an annual review of the TPS in terms of its measures and staff travel to achieve its aims and objectives. Staff travel will be identified by the TPC by way of visual inspections of the occupancy of the car park to gauge the number of staff travelling by car and SOV. This will inform the annual review of the TPS and its measures to achieve its aims and objectives.
- 5.8 An Action Plan has been prepared for the implementation of the Travel Plan Statement and the travel planning initiatives, shown in **Table 5.1** below. It is important that every effort is made to achieve the stated timescales.



#### Table 5.1 Action Plan

Aim	Measures	Responsibility	Time of Implementation
TPS Co-ordinator (TPC)	Appoint a TPC in accordance with the EMS who will be responsible for implementation of the travel plan statement measures.	Operator	Prior to occupation
	TPC to act as the 'face' of the Travel Plan Statement providing answers to staff and visitor travel-related queries.	TPC	
Access to a wide range of Information	Information to be provided in communal areas and upon commencement of staff employment: • Contact details of the TPC • Aim and Objectives of Travel Plan Statement • News of local / national events e.g. 'Bike Week' • Benefits of Sustainable Travel • Route and timetable information • Details of established walking and cycling routes • Cycling information, including details of local cycling stores • Details of WSCC and national Car Share database e.g. carshare.com / liftshare.com	TPC	Prior to, upon Occupation and ongoing
	<ul><li>Promotional Events:</li><li>TPC to promote 'up and coming' sustainable travel events</li></ul>	TPC	Upon occupation and ongoing
Promotion of Public Transpor	Provision of the following:  • Timetables • Route Information	TPC	Upon Occupation and ongoing
Promotion of Car Sharing	<ul> <li>Provision of details for national Car Share database</li> <li>e.g. liftshare.com</li> </ul>	TPC	Upon Occupation and ongoing
Promotion of Walking & Cycling	<ul><li>Marketing:</li><li>Walking and cycling routes provided on a visible notice board</li></ul>	TPC	Upon Occupation and ongoing
Promotion of electric cars		TPC	Upon Occupation and ongoing
Auditing Staff Travel	Staff Travel Audit will be undertaken together with updating the TPS in accordance with the EMS and submitting to local authorities	TPC	Three months after full occupation
TPS Review	Undertake an annual review of the TPS.	TPC	Annually





## Appendices



# Appendix A – Staff Travel Audit

# **Staff Travel Audit**

1. Could you please enter your home postcode, road name and town / village in the box below, this will only be used to identify the area you live in and what other forms of transport may be available to you for your journey to and from work. It will not be made public or passed onto any third parties.

Postcode				
Street				
Town/Village				

2. Could you indicate your typical daily working hours:

Start Time	Н	Н	М	М	Finish Time	Н	Н	М	Μ
24 Hr Clock									

3. How far is you journey to work (single journey) to the nearest mile? Please tick ✓ just a single box only.

Less than 1 mile	15 to under 25 miles $\Box$	
1 to under 2 miles	25 to under 35 miles	
2 to under 5 miles	35 to under 50 miles	
5 to under 10 miles	50 miles or over	
10 to under 15 miles		

 How long does the journey take to and from work <u>normally</u> take you? Please tick ✓ just <u>one</u> box only for your journey to work and only <u>one</u> box for your journey home.

	То		FIOIII
Less than 10 minutes		Less than 10 minutes	
10 minutes to under 15 minutes		10 minutes to under 15 minutes	
15 minutes to under 30 minutes		15 minutes to under 30 minutes	
		30 minutes to under 45 minutes	
30 minutes to under 45 minutes		45 minutes to under 1 hour	
45 minutes to under 1 hour		1 hour to under 1.5 hours	
1 hour to under 1.5 hours		1.5 hours to under 2 hours	
1.5 hours to under 2 hours		2 hours and over	
2 hours and over			

From

 Please indicate how you <u>normally</u> travel to and from work. Please tick ✓ just <u>one</u> box, your main mode for the trip to work and <u>one</u> box only, main mode for the journey from work.

	То		From
Car as driver		Car as driver	
Car as passenger		Car as passenger	
		Motorcycle rider	
Motorcycle rider		Motorcycle passenger	
Motorcycle passenger		Walk all the way	
Walk all the way		Cycle	
Cycle		•	
Bus		Bus	
Train		Train	
Тахі		Taxi	
Other		Other	

6. If you have ticked either car driver or car passenger, to or from work, how many other people including yourself are normally in the car?

One LI Iwo LI Ihree LI Four LI Five LI Five or m
--

7. If you drive or arrive as a passenger, where is the vehicle you drive/travel in normally parked? Please only tick ✓ just <u>one</u> box.

Park on site (within the gates) in a dedicated parking area	Park outside the site (outside the gates) within the wider complex	
Park on site (within the gates) outside of a dedicated parking area	Park outside the site (outside the gates) outside the wider complex	

Other

(for Other, please specify below location)

8. Are there any other modes of transport you use to travel to and from work on a less regular basis (e.g. cycling or walking in fine weather?)

Yes		Please go to Question 9	No		Please go to Question
-----	--	-------------------------	----	--	-----------------------

10

9. Please indicate which other mode of travel you use and approximately how frequently you use them during a typical year. Please tick ✓ up to five options. No order of preference is required.

	Once or twice a week	Once or twice a month	Once or twice a year
Car as driver			
Car as passenger			
Motorcycle rider			
Motorcycle passenger			
Walk all the way			
Cycle			
Bus			
Train			
Taxi			
Other			

10. Which of these would encourage you to travel to and from work in a more sustainable manner. Please tick ✓ up to five options. No order of preference is required.

Car-Shar Scheme	Employer to provide bikes and	
Discounted public transport	equipment	
Increased parking charges	More cycle lanes	
Parking spaces on site limited	Employer to provide shower and	
More reliable public transport	changing facilities Other	
Better public transport information	(for Other please specify below)	
More frequent public transport		

11. Which of these currently prevents you from using more sustainable transport for your journey to work. Please tick ✓ up to five options. No order of preference is required.

at
]
]
]
ב
ב

12. Would you be interested in taking part in a car-sharing scheme with other employees. Please tick ✓ all that apply.

Yes, as a driver	Yes, as a passenger	□ No	
------------------	---------------------	------	--

13. If you have any other ideas or comments relating to sustainable travel for journey to work please use the space below. Thank you.