



Haslar IRC

Travel Plan

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Haslar IRC – Travel Plan

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Appendix A Action Plan



1 Introduction

- 1.1.1 Stantec has been commissioned on behalf of the Home Office to provide transportation consultancy advice with regards to the Haslar Immigration Removal Centre (IRC) site. This Travel Plan, and accompanying Transport Assessment, have been prepared to support the outline planning application for the expansion of the Haslar IRC (all matters reserved except for access).
- 1.1.2 The site, as shown below, was previously in operation as a youth offenders' facility, which became a removals centre in 1989 and an IRC in February 2002. The site was in operation until 2015.



Figure 1-1: Site location

- 1.1.3 Redevelopment includes refurbishment of a portion of the site for 130 residents (referred to as 'Haslar IRC Refurbishment') followed by an expansion of the IRC to accommodate an additional 470 residents (referred to as 'Haslar IRC Expansion') giving a total site capacity of 600 residents. The Haslar IRC Refurbishment works are currently being carried out; this application relates to Haslar IRC Expansion only.
- 1.1.4 The Haslar IRC Refurbishment proposals have been the subject of a pre-application response from Gosport Council (Application No. P.103/026/25) dated 17th November 2025 and Hampshire County Council (HCC) dated 18th March 2026 which have been considered as part of this assessment.
- 1.1.5 Due to the nature of the current and proposed land use, coupled with shift patterns, the proposals have considered the requirement for the day/night usage of the site and how best to provide sufficient security for staff across the whole daily operation.
- 1.1.6 This Travel Plan aims to:

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- Increase awareness of the advantages and potential for travel by more environmentally friendly modes;
- Reduce private car mileage in favour of more sustainable modes of travel;
- Reflect current government policy objectives in respect of transport;
- Introduce measures that will encourage travel by other modes; and
- Reduce the number of commuter trips to work by single occupancy vehicles (SOV) to and from the site.

1.1.7 This Travel Plan will assist employees in making an informed decision on how they travel to and from the site and encourage them to use sustainable transport modes where feasible. This will reduce reliance on single occupancy vehicle trips and encourage a reduction in car trips to the site. The benefits to the wider area include reduced congestion, increased road safety and environmental improvements, as well as benefitting the personal health and fitness of staff.



2 Policy Context

2.1 National Policy

National Planning Policy Framework (NPPF)

- 2.1.1 The National Planning Policy Framework sets out the Government's overarching strategy for planning policy in England.
- 2.1.2 The National Planning Policy Framework was revised in response to the proposed reforms to the National Planning Policy Framework and other changes to the planning system consultation on 12 December 2024. The NPPF sets out the government's planning policies for England and how these are expected to be applied.
- 2.1.3 This 2024 revision of the National Planning Policy Framework was amended on 7th February 2025 to correct cross-references from footnotes 7 and 8 and amend the end of the first sentence of paragraph 155 to make its intent clear.
- 2.1.4 . This revised framework replaced the previous National Planning Policy Framework which was published in March 2012, revised in July 2018 and July 2021, before a further updated version was written in September 2023, before a later revision in December 2023.
- 2.1.5 Paragraph 116 of the current National Planning Policy Framework states that
- "Development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network, following mitigation, would be severe, taking into account all reasonable future scenarios."*
- 2.1.6 Paragraph 118 states that
- "All developments that will generate significant amounts of movement should be required to provide a travel plan, and the application should be supported by a vision-led transport statement or transport assessment so that the likely impacts of the proposal can be assessed and monitored"*
- 2.1.7 This Travel Plan and the accompanying Transport Assessment demonstrate that the proposed development will be acceptable in terms of transportation, highway safety, and access, and that it is compliant with relevant national and local planning policies.
- 2.1.8 The site is well located in terms of accessibility and its relationship to local facilities in the area. As will be discussed later, the development site is well located for existing transport links and road networks.
- 2.1.9 The site is being developed to address the need for nationally important infrastructure extending existing IRC facilities where there is capacity. This Transport Assessment specifically aims to address and quantify issues surrounding transport relating to the staff, servicing and visitors at the site.

2.2 Local Policy

HCC "A guide to Development Related Travel Plans" (2009)

- 2.2.1 This Travel Plan has been prepared in accordance with the principles established in HCC's 2009 travel plan guidance document, including the TRACES criteria:



“Transparent – Plans should clearly identify who is responsible for each element of the plan, how it is to be financed and how targets have been developed;

Realistic – Plans should set realistic but stretching targets which reflect Local Development Framework and Local Transport Plan policies. Targets should take account of best practice and the likely make up of occupants

Achievable - Plans should only include measures which developers and partners are capable of delivering and which are likely to have a positive impact on travel behaviour.

Committed - Plans need clear commitment from the developer and occupier. This can be demonstrated by, for example, the appointment of a travel plan coordinator and the identification of funding to take the plan forward.

Enforceable - The commitments established in the Plan need to be enforceable by the local authorities under the accompanying S106 agreement. This demands precision and clarity in the way measures are set out in the travel plan.

Sustainable - Plans need to demonstrate how they will be managed in the longer term. This includes specifying arrangements for the transition of responsibility from the developer to the occupiers, residents or other organisations and the continuing sources of funding for the plan.”

Hampshire LTP4, Adopted February 2024

2.2.2 The current Local Transport Plan for Hampshire is the LTP4, adopted in February 2024.

2.2.3 The overarching vision for the document is to support a transport system that is, by 2050:

“A carbon neutral, resilient and inclusive transport system designed around - and with - people, which: supports health, wellbeing and quality of life for all; supports a connected economy and creates successful and prosperous places; and respects and seeks to enhance Hampshire’s unique natural and built environment”

Fareham and Gosport Transport Strategy, Approved March 2026

2.2.4 In March 2026, HCC approved the Fareham and Gosport Transport Strategy. This document sets out priorities for investment in transport across the two boroughs up to 2050 and sits alongside the LTP4.

2.2.5 The strategy contains a list of planned interventions to improve access within Gosport, including a longer-term aspiration of a new bus service from Gosport town centre serving the Haslar Peninsula and a ferry service from Portsmouth Harbour to Haslar via Fort Blockhouse.

Gosport Borough Local Plan 2011-2029, Adopted October 2015

2.2.6 The current adopted Local Plan is the Gosport Borough Local Plan 2011-2029, which was adopted October 2015. Policy LP22 refers to transport and new development:

POLICY LP22: ACCESSIBILITY TO NEW DEVELOPMENT

1. Development proposals that prioritise access for active and sustainable travel modes including walking, cycling and access to public transport services, will be supported.

2. Development proposals that are likely to generate significant levels of travel demand will be permitted, provided that:

a) The site is located where convenient public transport services exist or there is a commitment by the developer and public transport providers to deliver such service.



- b) *The site is, or will be made, accessible to pedestrians and cyclists.*
- c) *Any new or improved road access and the traffic generated would not have any unacceptable environmental implications nor significantly prejudice the safety, function and capacity of the road network.*
- d) *Local and strategic transport improvements will be provided, where necessary, to support the development and mitigate adverse impacts on the safety, function and capacity of the transport network.*
- e) *Transport Statements or Transport Assessments are submitted in support of the planning application to evaluate transport impacts and to demonstrate that suitable transport improvements will be provided which meet the needs of the development and mitigate any adverse impacts.*
- f) *A Travel Plan is provided in support of a planning application where appropriate in relation to the scale and type of development.*

2.2.7 This Travel Plan and the accompanying Transport Assessment support this Local Plan Policy.

Draft Gosport Local Plan 2042

2.2.8 The Gosport Local Plan 2042 is currently in draft and will replace the Gosport Borough Local Plan 2011-2029. The document was previously named the Gosport Local Plan 2038, with the Council stating that it has been necessary to extend the end date of the emerging Local Plan from 2038 to 2042 to ensure that there is at least a 15-year span from the date of anticipated adoption, in accordance with Government guidance.

2.2.9 The Gosport Local Plan 2042 is currently undergoing public consultation and, when adopted, will supersede the document from 2011-2029. The Document states that it is committed to reducing transport emissions as one of its key ambitions. The document initially states that it aims to:

“Focus development in locations which will provide the opportunity for travel by sustainable modes, and which can help to support strategic investment in improving public transport, walking and cycling”

2.2.10 Policy LP22 of the current Local Plan has been retained as Policy D12.

Gosport Borough Council – Local Development Framework, Parking: Supplementary Planning Document, February 2014

2.2.11 This Supplementary Planning Document (SPD) sets out the parking standards for Gosport Borough. Whilst this does not specify the requirements of the number parking spaces required for the land use proposed, it does state that the minimum width of parking bays should be 2.5m and have an aisle width of a minimum of 6m.

2.3 Summary

2.3.1 The above policy review summaries the transport policies relevant to the proposed development site. As such it sets out the context in which the proposed development needs to be compliant.

2.3.2 Throughout this Travel Plan it is demonstrated that the proposed development scheme has been designed to satisfy the key objectives by being able to promote more sustainable transport choices and reduce reliance on travel by private car.



3 Existing Transport Conditions and Accessibility

3.1 Site location and existing conditions

- 3.1.1 The site lies south of Fort Road on the southern edge of the Borough of Gosport. The site is approximately 3.1km (1.9 miles) south from the approximate population centre of the area and where the local services are provided.

3.2 Walking and cycle accessibility

Guidance on viable walking and cycling distances

- 3.2.1 There are several publications which suggest guidance for appropriate walking and cycling distances to local facilities and services. For reference, these have been summarised as follows:

Guidance on suitable walking and cycling distances to facilities is set out within TA 91/05 'Provision for Non-Motorised Users' (2005) and DfT guidance set out in LTN 1/20 'Cycle Infrastructure Design' (2020), which suggest that 3.2km and 8km are acceptable distances for walking and cycling respectively. It is worth noting that whilst TA 91/05 is superseded by CD143, CD143 is silent in respect of recommended walking and cycling distances. The guidance contained within TA 91/05 therefore remains relevant.

- 3.2.2 Paragraph 2.2 of TA 91/05 states that two miles is 'a distance that could easily be walked by the majority of people'. Paragraph 2.3 also continues by stating that 'walking is used to access a wide variety of destinations including educational facilities, shops, and places of work, normally within a range of up to 2 miles' (3.2km).
- 3.2.3 DfT – Manual for Streets (2007) (MfS) states that 'walkable neighbourhoods' are typically characterised by having a range of facilities within a 10-minute walking distance (c. 800 metres).
- 3.2.4 CIHT (2015) – Planning for Walking: In relation to shorter trips in particular, section 2.1 states that across Britain about '80% of journeys shorter than 1 mile (1.6km) are made wholly on foot'.
- 3.2.5 TA 91/05 Provision for Non-Motorised Users - Paragraph 2.11 states that 'cycling is used for accessing a variety of different destinations, including educational facilities, shops and places of work, up to a range of around 8km (5 miles). Cycling is also undertaken as a leisure activity, often over much longer distances.' This is consistent with the statement in LTN 01/20 (paragraph 2.2.2) which states that 'two out of every three personal trips are less than five miles in length – an achievable distance to cycle for most people, with many shorter journeys also suitable for walking.'
- 3.2.6 DfT – LTN 1/20: Cycle Infrastructure Design (paragraph 2.2.2) states: "Recent growth of cycling recorded in central London and other towns and cities following programmes of investment have illustrated that there is significant potential for change in travel behaviour and that more people cycle for everyday journeys where acceptable conditions are provided. Two out of every three personal trips are less than five miles in length – an achievable distance to cycle for most people, with many shorter journeys also suitable for walking."

Pedestrian accessibility

- 3.2.7 In the immediate vicinity of the site there are some public rights of way headed away from the site in primarily northerly directions. The England Coast Path currently routes through the Haslar Sea Wall car park between Military Road and the sea wall.



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- 3.2.8 This footpath routes to the southeast of the site, along the sea wall between Dolphin Way and the Military Road car park. This forms part of the England Coast Path as described in Hampshire County maps.
- 3.2.9 There are also footpaths to the north of the site. The Solent Way is a 60-mile footpath linking Milford on Sea with Emsworth Harbour, as described on their website.
- 3.2.10 There is currently footway provision on both sides of Fort Road in the immediate vicinity of the site. The footway provision starts at the proposed site entrance. The shared footway/cycleway at this location is approximately 2.0m in width widening to approximately 4.0m in width once it joins Fort Road.
- 3.2.11 The walking isochrones for 10-minute intervals up to 30 minutes are shown in Figure 3-1.

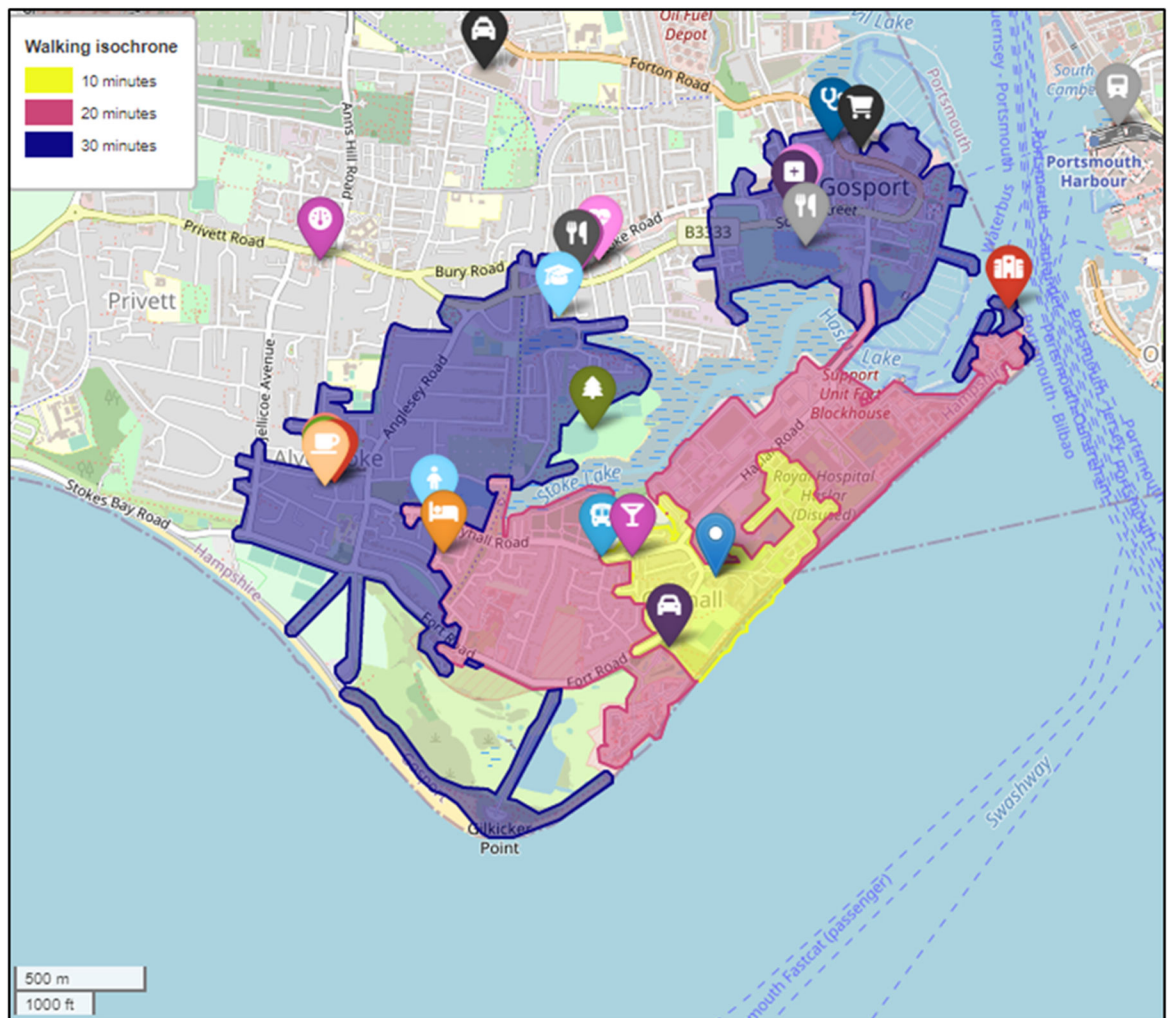


Figure 3-1: Walking isochrones

Cycle Accessibility

- 3.2.12 The development site lies to the east of the National Cycle Network (NCN) Route 2. Route 2 runs between Dover and St Austell and is a 378-mile (608.3km) route. The access point for the NCN route is the junction between Stokes Bay Road and Fort Road, approximately 1.5km to the west of the site. It is likely that the NCN Route 2 will be used by those travelling to the site for work.



Figure 3-2: Cycle network

Local facilities and amenities

3.2.13 A review of local facilities and amenities within a reasonable walking and cycling distance of the site has been undertaken, considering existing local pedestrian and cycle routes. A summary is shown in Table 3-1.

Table 3-1: Distances to local amenities

Local facility/amenity	Amenity type	Walking distance (m)	Walking time (mins)	Cycling distance (km)	Cycling time (mins)	Public transport distance (km)	Public transport (time)
ATM	ATM	1.6	20	1.9	6	1.6	20
Gilkicker Road	Bus stop	0.5	6	0.5	1	0.5	6
Joy's of Alverstoke	Coffee shop	1.6	20	1.9	6	1.6	20
Little J's Pre School	Childcare	1.1	14	1.1	3	1.1	14
One Stop	Convenience store	1.6	20	1.9	6	1.6	20
mydentist, South Street, Gosport	Dentist	1.9	24	2.1	8	1.9	24
Anytime Fitness Gosport	Gym	2.2	27	2.2	7	2.9	27
Anytime Fitness Gosport	Leisure centre	2.2	27	2.2	7	2.9	27
Rowlands Pharmacy Stoke Road	Pharmacy	2.1	26	2.1	7	2.1	26



Local facility/amenity	Amenity type	Walking distance (m)	Walking time (mins)	Cycling distance (km)	Cycling time (mins)	Public transport distance (km)	Public transport (time)
Alverstoke Post Office	Post office	1.6	20	1.6	6	1.6	20
Haselworth County Primary School	Primary School	2	24	2	6	2	24
The Fighting Cocks, Alverstoke	Pub	0.4	5	0.4	1	0.4	5
Portsmouth Harbour	Train station	2.7	29	2.8	14	2.7	29

3.3 Existing public transport facilities

Bus services

- 3.3.1 The nearest bus stop to the site is the Waterloo Road bus stop, approximately 100m to the north of the site. This bus stop is an unsheltered call stop and is solely served by the number 11.
- 3.3.2 The number 11 is a circular service which routes from Fareham Bus Station to Gilkicker Road.

Table 3-2: Local bus services

Service No.	Route	First/last bus	Frequency
11	Fareham - Gilkicker Road	10:03/15:03	4x per day

- 3.3.3 There are further bus stops located immediately to the south-west of the site building on Fort Road. The bus stops here are also served by the number 11 bus at the same frequency as Waterloo Road.
- 3.3.4 There are plans within the Gosport Local Plan for a new bus service to access the regeneration site at the old Haslar Navy hospital to the east of the site as set out in Policy LP3 of the Gosport Local Plan.
- 3.3.5 It is expected that some staff will utilise the bus service due to its proximity to the site. This will almost certainly increase if a separate bus service is introduced for the regeneration area. The bus provision in the immediate vicinity of the site is well within walkable distance as set out by Manual for Streets.

Ferry services

- 3.3.6 The Gosport Ferry operates between Portsmouth Harbour and Gosport every 15 minutes between 05:30 and 00:00. The journey takes approximately 4 minutes and taxi ranks are located in close proximity to both terminals.
- 3.3.7 The walk from the Gosport terminal to the site takes approximately 30 minutes. The route is direct and footways are provided along the length of the route.
- 3.3.8 Bicycles are permitted on the Gosport ferry. The site is a 7-minute cycle away from the ferry, with advisory cycle lanes provided on South Street and sections of Haslar Road.



Rail services

- 3.3.9 The nearest Railway Station to the site is Portsmouth Harbour, located 2.3km northeast of the site.
- 3.3.10 Portsmouth Harbour features 38 cycle parking spaces in racks with CCTV and is accessed via the Gosport Ferry.
- 3.3.11 Fareham station is the closest station which can be accessed without crossing Portsmouth Harbour and is located approximately 12.9km (8.1 miles) to the north of the site
- 3.3.12 Parking provision at the station is currently 154 car spaces with 7 accessible spaces according to the National Rail inquiries. The station currently has 266 cycle storage spaces with cycle hoops and CCTV.
- 3.3.13 The station at Fareham operates between the hours of 05:20 to 21:51 every day. The journey time is 22 minutes to Portsmouth and Southsea, and 21 minutes to Southampton Central. Trains are approximately every 30 minutes within the operating hours.

3.4 Highway network

- 3.4.1 The main road in the immediate vicinity of the site is Fort Road, which runs west towards the Lee-on-the-Solent, and northeast towards Gosport and Fareham. Fort Road, in the vicinity of the site, is a 30mph road.
- 3.4.2 Other significant roads in the area include the A27 and M27 which are accessed via the A27/M27 junction 13.1km to the north of the site.
- 3.4.3 The A27 is the main thoroughfare in the area and effectively links the north of Gosport to Portsmouth to the east. The A27 is accessed via the B3334 and B3333.

3.5 Highway Safety

- 3.5.1 The extent of recorded road traffic collisions in the vicinity of the application site has been established from Crashmap.co.uk. Information has been obtained covering the latest five-year period of Personal Injury Accident (PIA) data available.
- 3.5.2 The extent covers the immediate highway network within proximity to the site denoted by the blue area highlighted in Figure 3-3.





Figure 3-3: Local PIA map

3.5.3 Collisions have been categorised into three types; slight, serious and fatal.

- Five collisions have been reported in the study area in the most recent five-year period
- Two of the incidents were recorded as slight
- Two were recorded as serious
- One was recorded as fatal

3.5.4 The one fatality occurred in March 2025 and involved a motorcyclist colliding with a tree.

3.5.5 There are no groupings of accidents in this area that suggests there are underlying issues with the alignment or geometry of the local highway network.

3.6 England Coast Path

3.6.1 The site has two rights of way passing through the area as part of the England Coast Path as shown in Figure 3-4, which are part of the “Clarendon Road” defined scheme. One passes through the Haslar Sea Wall Car Park and the other along Dolphin Way.

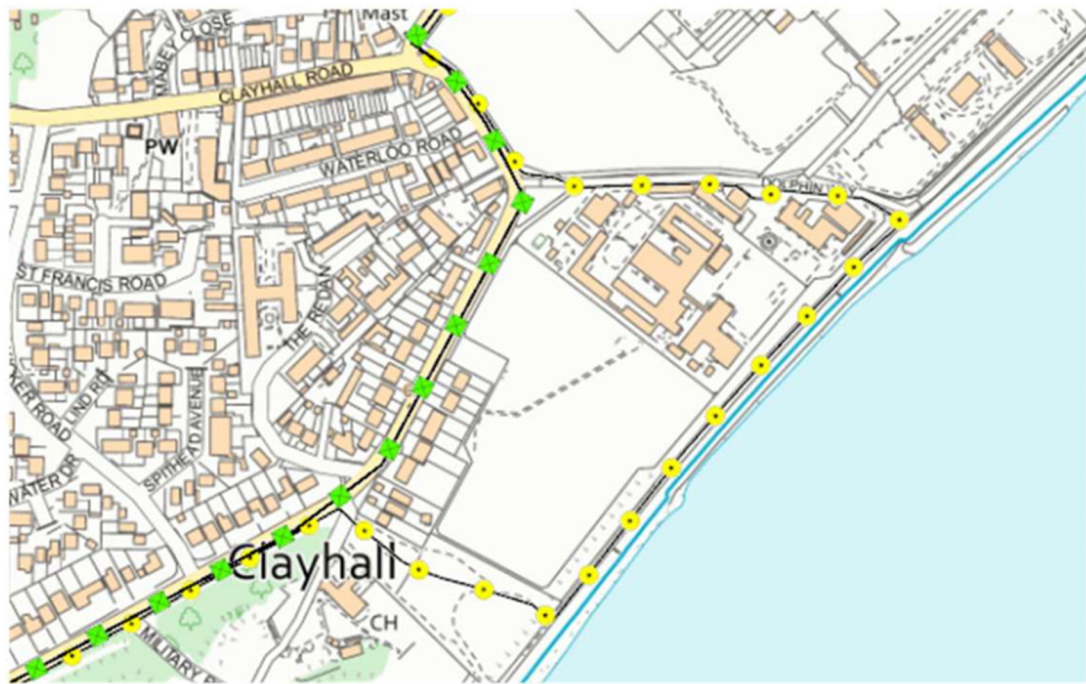


Figure 3-4: Local England Coast Path plan

- 3.6.2 The route that passes along Dolphin Way towards the Haslar Sea Wall is defined as being along the southern kerb line of the link using the partial narrow footpath which only runs along the western section of the road. In practice, vehicles will use the carriageway where parking has historically occurred along the southern kerb line. As the road ends in a cul-de-sac, traffic volumes and speeds are low. Therefore, access via Dolphin Way will not be affected by the proposals as it retains the current access principles.
- 3.6.3 The route which passes through the current Haslar Sea Wall Car Park uses the northern gravel path from the car park to the sea wall. There is a parallel southern path through the same area. During the Haslar IRC refurbishment works, the temporary construction car park has redirected the route through the grassed area via the southern path and temporarily closed the northern route.
- 3.6.4 As set out, the car park that will support the IRC operation is proposing to re-route the England Coast Path and provide a new improved path along the southern boundary of the car park. This is similar in nature to the current setup on site for the Haslar IRC refurbishment works.

4 Proposed Development

4.1 Overview and site layout

- 4.1.1 The site previously operated as HM Detention Centre Haslar, housing young male offenders until 1989. From 1989, it was used to detain foreign national prisoners and later became an Immigration Removal Centre (IRC) in February 2002 and remained operational until 2015. The site is currently being refurbished to reopen with a capacity of 130 people.
- 4.1.2 The site lies to the south of Fort Road with its eastern boundary adjoining Dolphin Way. Servicing and deliveries are currently taken from Dolphin Way, which is a private road and has historically provided on-street parking provision for the site. The western boundary of the site presently terminates at an unused parcel of land.
- 4.1.3 The site is located to the south of the wider Gosport area, with its southern boundary directly adjoining the coastline. To the west, the site is bordered by the Ministry of Defence's Fort Monckton, together with the surrounding Gosport and Stokes Bay Golf Course.
- 4.1.4 The local area can be characterised as largely residential with some governmental land in particular land owned by the Ministry of Defence (MoD), which is common for the area.
- 4.1.5 Redevelopment includes refurbishment of a portion of the site for 130 residents (referred to as 'Haslar IRC Refurbishment') followed by an expansion of the IRC to accommodate an additional 470 residents (referred to as 'Haslar IRC Expansion') giving a total site capacity of 600 residents. The Haslar IRC Refurbishment works are currently being carried out; this application relates to Haslar IRC Expansion only.
- 4.1.6 The Haslar IRC Refurbishment proposals have been the subject of a pre-application response from Gosport Council (Application No. P.103/026/25) dated 17th November 2025 and HCC dated 18th March 2026 which have been considered as part of this assessment.
- 4.1.7 This outline planning application for the Haslar IRC Expansion will also include the following requirements to support the main building elements: refurbishment and replacement of perimeter fences, erection of internal zonal fencing, vehicular and pedestrian gates, car parking, new site entrance gates and barrier, and the creation of an internal road.
- 4.1.8 Car parking will be provided along Dolphin Way and an expansion to the existing Haslar Sea Wall car park, with access taken from the car park's existing access on Military Road.

4.2 Vehicle access arrangements

- 4.2.1 The primary vehicular access is currently and will remain from Dolphin Way for loading and unloading of persons and general servicing.
- 4.2.2 There are no new proposed access arrangements for the Haslar IRC Refurbishment. Dolphin Way is a private road under the control of IRC with the Council Highway Boundary shown in pink below on Fort Road only.



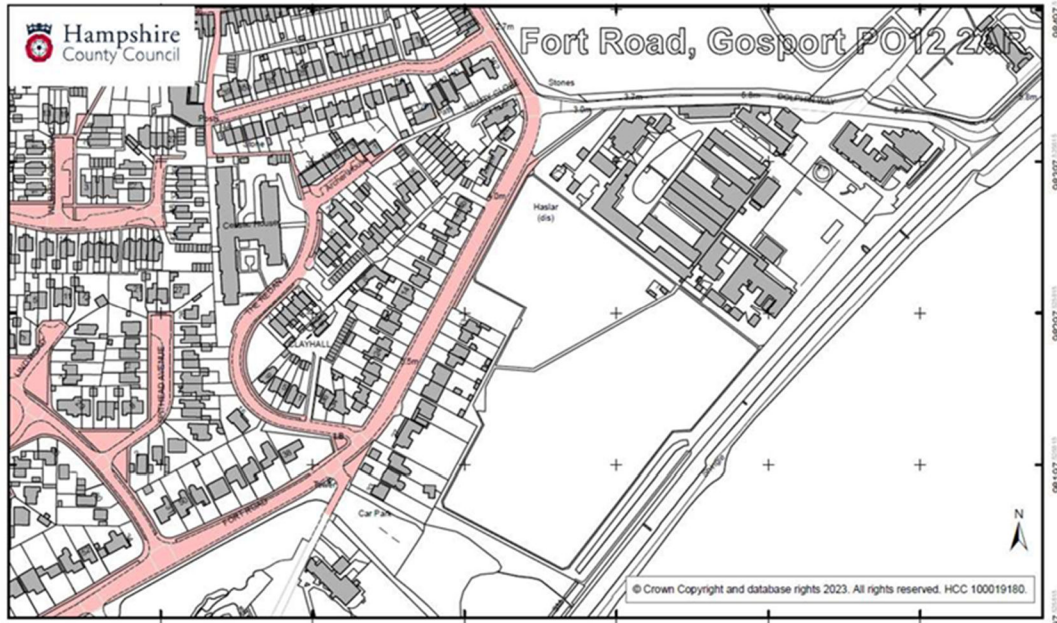


Figure 4-1: Highway Boundary – Fort Road/Dolphin Way

- 4.2.3 Vehicle swept path analysis has been undertaken for the site access for a 10m rigid vehicle and a refuse vehicle. This is included in the Transport Assessment.
- 4.2.4 Dolphin Way is a private road which currently features on-street parking. It is proposed that this will be retained as part of the development. The current parking results in the road space being reduced and resulting in a one-way tidal operation along the link.
- 4.2.5 Vehicle tracking demonstrates that a 10m rigid vehicle, or a 10m refuse vehicle, can pass along Dolphin Way even where cars are parked along one side of the road. These vehicles represent the largest delivery vehicles likely to serve the site. The site may infrequently be served by larger vehicles than this, however their movements can be managed as the IRC controls access to Dolphin Way.
- 4.2.6 Tracking has also demonstrated that intervisibility between oncoming vehicles can be achieved at a distance exceeding the 25m stopping sight distance (SSD) required by Manual for Streets for a 20mph. In practice, vehicle speeds along this section of road are expected to be lower than 20mph.
- 4.2.7 However, to formalise the one-way movement, it is proposed that a 'Priority over oncoming vehicles' sign (TSRGD diagram 811) is erected at the western end of Dolphin Way to indicate that vehicles travelling towards the site access from Fort Road have priority which will restrict the risk of queuing back onto the public highway. An accompanying 'Give way to oncoming vehicles' sign (TSRGD diagram 615) will be erected at the other end of the parked cars where intervisibility is achievable.
- 4.2.8 The proposals will retain a direct access onto Fort Road for the purpose of "blue light" access. There is an existing gated/dropped kerb access as shown below, which will be upgraded as part of the development, given that usage of this access will be infrequent.

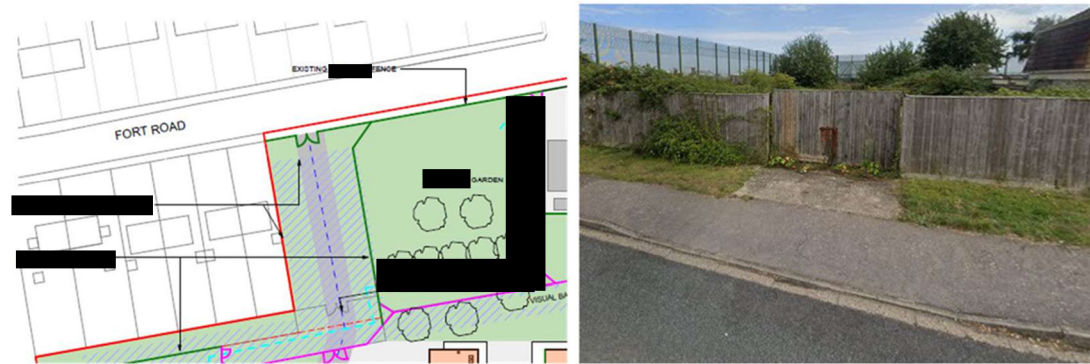


Figure 4-2: Blue Light Access – Fort Road

- 4.2.9 The main alterations for day-to-day access will be at the Haslar Sea Wall Car Park, which has direct access to the public highway via Military Road/Fort Road and will form part of the car park expansion to support the “whole development”.
- 4.2.10 A new car park is proposed to the west of the site, which would utilise Haslar Sea Wall Car Park's separate access and egress arrangements onto Fort Road (via Military Road). The car park would feature separate car parking spaces for the public and a main staff car park accessible via a secure barrier.
- 4.2.11 Pedestrian access is to be taken from the car park with the facility, which will be a low-speed environment.

4.3 Staffing Profile

- 4.3.1 As stated, the site is a unique land use which is managed 24/7 and hence includes a requirement for shift changes and differing requirements for staffing levels on site. Therefore, the staff usage profile defined below has been compiled by the Home Office Immigration Enforcement team based on a target operational model to demonstrate the operational requirements for the site. This information has influenced the parking requirements to provide safe, secure and managed access to the site, seeking to strike a balance on site provision, promoting sustainable travel and minimising issues at shift change over.
- 4.3.2 The site will have a mix of shift patterns (defined as day and night) with differing times subject to the staff requirements within these two classifications. The primary times are set out below:
- Day Shift Change – [REDACTED]
 - Night Shift Change [REDACTED]
- 4.3.3 Table 4-1 overleaf shows the daily profile of the fully operational development. As can be seen on average there will be [REDACTED] staff on site during the day and [REDACTED] staff on site at night. However, the table shows that there is a higher number of staff on site at shift change [REDACTED]. The table highlights the timing issues of the shifts and the parking challenges at shift handover time.

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Table 4-1: Staffing Daily Profile

Time		Staffing Levels on Site
12:00:00 AM	12:30:00 AM	
12:30:00 AM	01:00:00 AM	
01:00:00 AM	01:30:00 AM	
01:30:00 AM	02:00:00 AM	
02:00:00 AM	02:30:00 AM	
02:30:00 AM	03:00:00 AM	
03:00:00 AM	03:30:00 AM	
03:30:00 AM	04:00:00 AM	
04:00:00 AM	04:30:00 AM	
04:30:00 AM	05:00:00 AM	
05:00:00 AM	05:30:00 AM	
05:30:00 AM	06:00:00 AM	
06:00:00 AM	06:30:00 AM	
06:30:00 AM	07:00:00 AM	
07:00:00 AM	07:30:00 AM	
07:30:00 AM	08:00:00 AM	
08:00:00 AM	08:30:00 AM	
08:30:00 AM	09:00:00 AM	
09:00:00 AM	09:30:00 AM	
09:30:00 AM	10:00:00 AM	
10:00:00 AM	10:30:00 AM	
10:30:00 AM	11:00:00 AM	
11:00:00 AM	11:30:00 AM	
11:30:00 AM	12:00:00 PM	
12:00:00 PM	12:30:00 PM	
12:30:00 PM	01:00:00 PM	
01:00:00 PM	01:30:00 PM	
01:30:00 PM	02:00:00 PM	
02:00:00 PM	02:30:00 PM	
02:30:00 PM	03:00:00 PM	
03:00:00 PM	03:30:00 PM	
03:30:00 PM	04:00:00 PM	
04:00:00 PM	04:30:00 PM	
04:30:00 PM	05:00:00 PM	
05:00:00 PM	05:30:00 PM	
05:30:00 PM	06:00:00 PM	
06:00:00 PM	06:30:00 PM	
06:30:00 PM	07:00:00 PM	
07:00:00 PM	07:30:00 PM	
07:30:00 PM	08:00:00 PM	
08:00:00 PM	08:30:00 PM	
08:30:00 PM	09:00:00 PM	
09:00:00 PM	09:30:00 PM	
09:30:00 PM	10:00:00 PM	
10:00:00 PM	10:30:00 PM	
10:30:00 PM	11:00:00 PM	
11:00:00 PM	11:30:00 PM	
11:30:00 PM	12:00:00 AM	



- 4.3.4 As can be seen from Table 4-1, the shift patterns are outside of the traditional commuter weekday peaks of 8am to 9am and 5pm to 6pm, hence most vehicle trips linked to staff will be outside of these peaks. These shift times are also a key reason why certain sustainable travel options may not be viable at these times of travel.
- 4.3.5 Table 4-1 shows the start and finish times for the shifts for the purpose of the movement assessment, therefore we have assumed that staff will arrive [redacted] minutes before start and leave within [redacted] minutes of their shift times.

4.4 Car parking

- 4.4.1 Gosport Borough Council parking guidelines, outlined within the Gosport Borough Council Parking Supplementary document, do not give specific guidance on the proposed developments land use and therefore car parking is determined on a case-by-case basis.
- 4.4.2 Given the nature of this development and the specific links to shift working, security and employee safety a bespoke parking strategy has been devised which seeks to balance the need for promoting sustainable travel and the specific requirements of the site.
- 4.4.3 The Haslar Sea Wall car park has recently been acquired by the Home Office. It is proposed that 20 parking spaces will be provided for public use; these will be located in a dedicated car park accessed immediately from Fort Road (via Military Road).
- 4.4.4 There are two principal parking locations that will be utilised to support the development: 1) Dolphin Way (on road) and 2) an expanded staff/visitor only parking as part of the expansion to the Haslar Sea Wall Car Park. Separate access and egress arrangements onto Fort Road (via Military Road) will be provided and the main staff car park will be accessible via a secure barrier control system and will be fenced.
- 4.4.5 The provisional parking provision for the project is set out in Table 4.2. This provision is proposed to address three key points and will be managed to meet these requirements while providing a safe and controlled access for staff.
 - Nighttime Demand
 - Daytime Demand
 - Shift Handover

Table 4-2: Car Parking Provision

	Haslar IRC Refurbishment	Haslar IRC Refurbishment and Expansion
Dolphin Way	35-43	35-43
Haslar Sea Wall Car Park.	Up to 50	259
Total Spaces	85-93	294-302

- 4.4.6 The parking demand defined above is based on the following provisional assumptions for the completed development.
 - The nighttime demand based on [redacted] staff would generate a requirement at an assumed 80% of circa [redacted] spaces



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- The daytime demand based on [redacted] staff would generate a requirement at an assumed 80% of circa [redacted] spaces
- The shift changes where some [redacted] staff could be on site would generate a requirement at an assumed 80% of [redacted] spaces

4.4.7 For the Haslar IRC Refurbishment operation only, the peak at shift change is estimated at around [redacted] staff with a daily presence estimated at around [redacted] staff. For the interim period, the short-term parking provision has been based on 80% of the daily usage at around 90 spaces to manage works within the Sea Wall Car Park between the phases of development.

4.4.8 The additional parking for the shift handover allows all staff to access and egress within the boundary of the development and under the management and security of the centre. It is recognised that car park management during day-shift operations should promote sustainable travel where possible, with overflow parking reserved solely for the handover period. This will likely require certain bays to be defined as night/visitor use during the day and not for general use.

4.5 Dolphin Way

4.5.1 Car parking for the existing site was previously located on private road Dolphin Way, and it is intended that this will be retained.

4.5.2 It is proposed that between 35 and 43 spaces can be accommodated along this road. Parking will be formalised and provided along one side only.

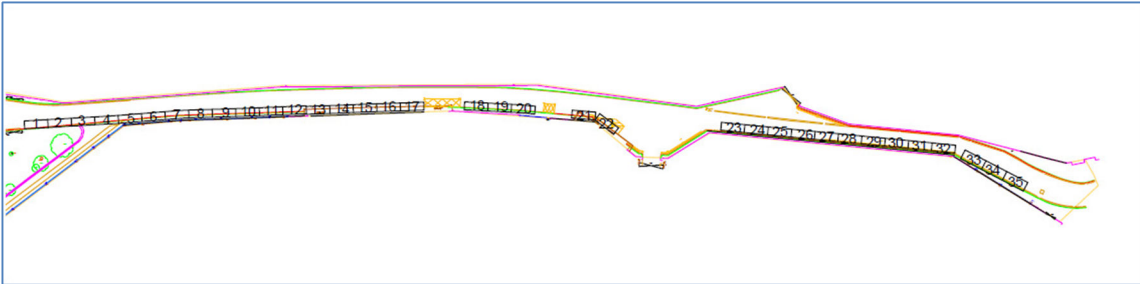


Figure 4-3: Dolphin Way car parking Option 1



Figure 4-4: Dolphin Way car parking Option 2

4.6 Haslar Sea Wall Car Park

4.6.1 A provisional parking option is being considered for the Haslar Sea Wall Car Park for Haslar IRC Refurbishment operation, including the 20-space allocation for the public car park. The car park, which will be subject to a separate planning application, will provide up to 50 spaces, including one designated disabled parking space. As this is a temporary car park provision, no EV allocation is proposed.



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- 4.6.2 For the car park to support the completed development, this will extend the current/Haslar IRC Refurbishment layout for Haslar Sea Wall Car Park into the grassland area between the current car park and seawall.
- 4.6.3 The 20 spaces for public use will be retained. These will be located in a dedicated car park accessed immediately from Fort Road (via Military Road).
- 4.6.4 The staff car park will be constructed to the south. Access will be restricted through the use of barriers and fencing.
- 4.6.5 The proposed car park has been informed by the applicant's requirements and would formalise the car park with [REDACTED] car spaces, including:
- [REDACTED] blue badge bays ([REDACTED] standard, [REDACTED] EV);
 - [REDACTED] active EV charging bays
 - [REDACTED] passive EV charging bays; and
 - [REDACTED] motorbike spaces

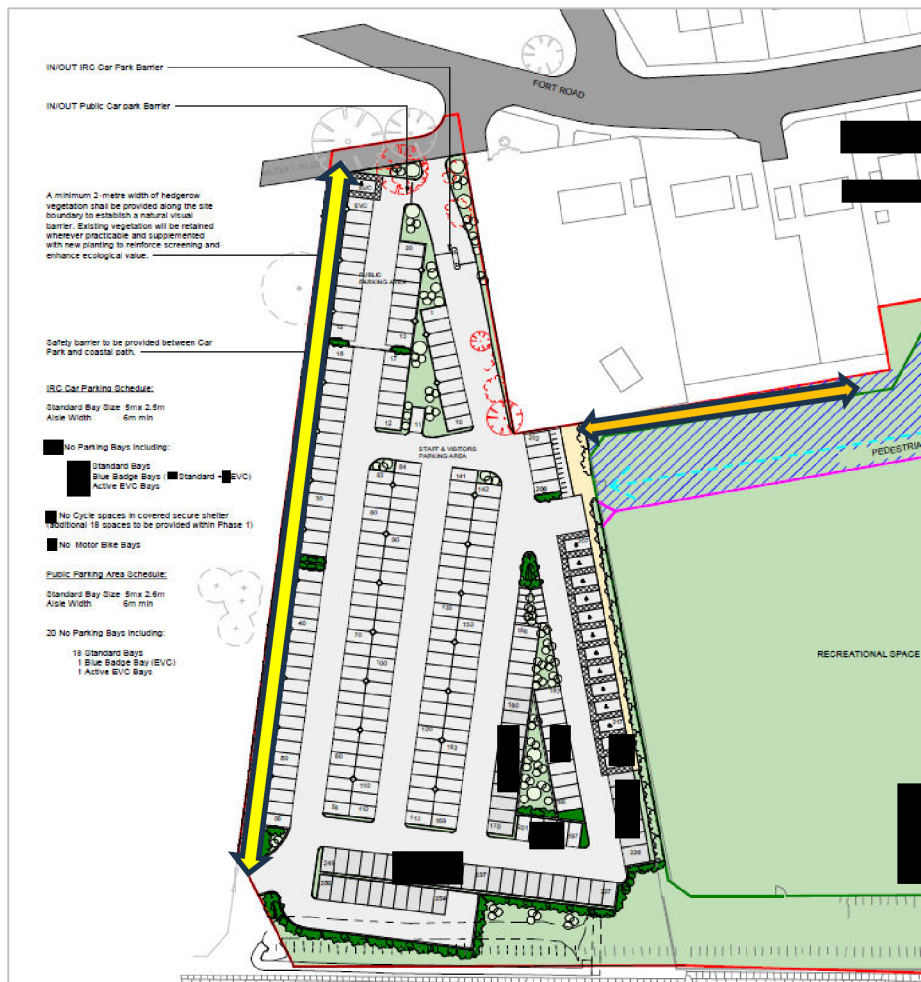


Figure 4-7: Car parking layout

- 4.6.6 The revised layout will seek to relocate the England Coast Path from the centre of the car park to the western boundary as shown above in yellow.

- 4.6.7 Pedestrian access for staff will be provided between the car park and wider site via a controlled gate-controlled access to the site as defined by the orange arrow.

4.7 Cycle Parking Provision

- 4.7.1 Gosport Borough Council parking guidelines, outlined within the 'Gosport Borough Council Parking Supplementary Document' (SPD), do not give specific guidance on the proposed developments land use, and therefore cycle parking is determined on a case-by-case basis.
- 4.7.2 Space for [REDACTED] cycles will be provided in the new car park, with an additional [REDACTED] spaces to be provided close to the Dolphin Way entrance. In total, [REDACTED] cycle parking spaces will be provided on-site.

4.8 Electric Vehicle Charging

- 4.8.1 To encourage sustainable travel, electric vehicle (EV) charging points will be provided at the proposed development. BREEAM Tra 01 Sustainable Transport Solutions requires that at least 5% of the car parking spaces provided for the building users include electrical charging points, with a minimum of two spaces being provided.
- 4.8.2 The UK Government's Approved Document Part S (Adopted 2022) states that for car parks of greater than 10 spaces one must have electric charging provision, and 20% of the spaces should have passive provision.
- 4.8.3 The proposal includes [REDACTED] standard bays and [REDACTED] electric vehicle charging bays, representing 5.8% of the total spaces. In addition, to a minimum of [REDACTED] passive electrical vehicle charging bays.

4.9 Visitor Minibus

- 4.9.1 The IRC will provide a "Visitor" Minibus operation. All visitors will arrive on site via the minibus service which will run [REDACTED] between the Gosport ferry/bus station and the site [REDACTED].
- 4.9.2 This allows for visitors to arrive at the minibus pick up area by train to Fareham and use the Eclipse BRT system, or to Portsmouth Harbour and use the Gosport ferry. Alternatively, car parking is available within Gosport town centre a short walk from the proposed minibus pick up area.

4.10 Deliveries and servicing arrangements

- 4.10.1 Deliveries and servicing will occur via the existing entrance from Dolphin Way. These vehicles were able to access the site when previously operational, and therefore it is understood from the operator that there are no concerns regarding the ability to access the site.
- 4.10.2 Vehicle tracking is contained in Appendix B.

4.11 England Coast Path

- 4.11.1 Refer to section 3.6 for details.

4.12 Traffic Regulation Order

- 4.12.1 The parking provision for the site has been designed to remove the requirement for over spill parking on the public highway. However, HCC have raised the issue of the junction of Dolphin Way/Fort Road and historical parking at this location, coupled with the requirement to secure the emergency access onto Fort Road, and that it would be appropriate to consider a traffic regulation order for Fort Road.



4.12.2 The plan below sets out a provisional TRO layout with double yellow lines at the mouth of the Dolphin Way/Fort Road junction and an H bar marking at the emergency access location. These measures would not prevent local residents from parking along Fort Road as in the manner that currently occurs.

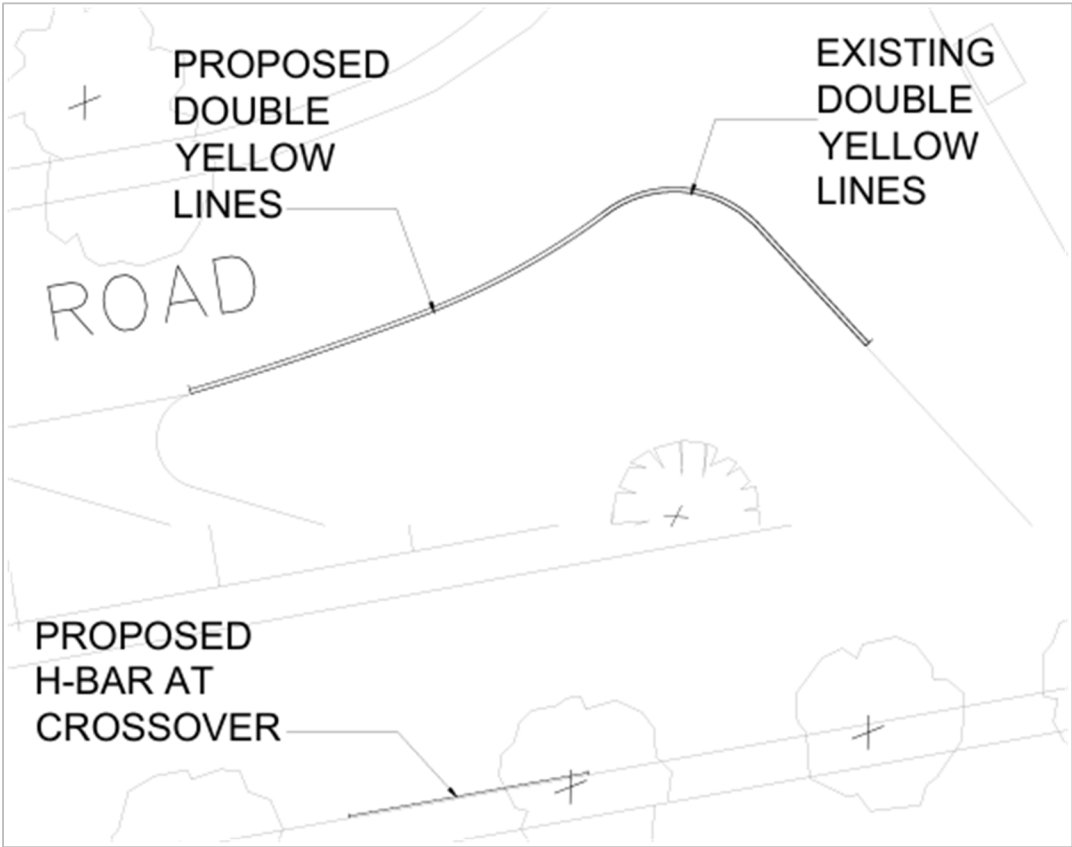


Figure 4-5: Provisional TRO Option

5 Targets, Monitoring and Review

5.1.1 This section will set out the baseline travel patterns of the proposed development.

Baseline Mode share

5.1.2 The IRC is unique in its operational procedures, staffing requirements, shift patterns and security requirements. Therefore, the traditional use of census data to define modal baselines is not appropriate. As defined in the Transport Assessment, the IRC has been assessed based on its specific requirements in terms of shift handovers and security requirements.

5.1.3 The baseline modal share has been derived by this process. The scheme will include the compliant provision for cycle parking, motorcycle parking and EV provision. This Travel Plan seeks to offer a wide range of incentives and measures to promote sustainable travel, but it also recognises that there may be limited scope for use by those travelling from distance to the site.

5.1.4 Table 5-1 below sets out a provisional modal split. Due to the shift patterns and secure nature of the work on site, it has been assumed that the site will have a car driver mode share (trips made where a person is travelling as the driver of a car) of 80%, with the remaining 20% using non-car alternative modes to travel to site.

Table 5-1: Provisional Modal Split

Mode	%
Driving a car or van	80%
Foot	5%
Passenger in a car or van	8%
Bus, minibus or coach	1%
Bicycle	5%
Motorcycle, scooter or moped	1%
Total	100%

5.1.5 In terms of visitor trips, the scheme is proposing a shuttle bus to and from the site from near the Gosport ferry terminal. The ferry terminal is located immediately adjacent to the Portsmouth Harbour railway station on the Portsmouth side, and Gosport bus hub on the Gosport side. This will maximise the ability to access the site via linked car, bus, train or ferry trips.

5.2 First Travel Survey

5.2.1 An initial survey will be undertaken three months after occupation of the proposed development to establish the baseline modal split. At this stage, if required, the initial targets (set out below) will be recalculated.



5.3 Initial Travel Plan Target

5.3.1 In line with the mode share percentages shown in Table 5-2, the following initial targets are proposed and are appropriate to be achieved over a 5-year monitoring period from first occupation of the development. The targets relate to regular daily journeys to and from the site for employment purposes and seek to provide a 10% reduction in journeys by single occupancy car.

Table 5-2: Modal Target

Mode	Base %	Change over 5 yrs	5 Yr Target
Driving a car or van	80%	-10%	70%
Foot	5%	2.5%	7.5%
Passenger in a car or van	8%	2%	10%
Bus, minibus or coach	1%	1.5%	2.5%
Bicycle	5%	2.5%	7.5%
Motorcycle, scooter or moped	1%	1.5%	2.5%
Total	100%		100%

5.3.2 These targets reflect the nature of the operational requirements of the IRC and the shift patterns which influence the ability to use the current bus service. This target would be revisited should improvements to the local bus service outlined in the Gosport Local Plan be implemented over the course of the Travel Plan period.

5.3.3 Furthermore, it is noted that it is not possible for many members of staff to work remotely and, due to shift patterns, there are limitations on modal choice when considering travelling by some modes of travel at night.

5.4 Monitoring

5.4.1 Travel Plans are 'active' documents that must be reviewed on a regular basis to demonstrate that the measures implemented have, over time, met the agreed targets.

5.4.2 It is the responsibility of the Travel Plan Co-ordinator (TPC) (See Section 6) to ensure that monitoring takes place and that the outputs are reported to the relevant authorities. A monitoring report is to be submitted annually over a 5-year period to the Local Council, demonstrating measures taken to promote the travel plan, a review of monitoring outcomes, and progress in achieving targets and a plan for future actions.

5.4.3 Given the secure nature of the site, TRICS SAM surveys are not considered appropriate and, as such, staff travel surveys will be undertaken. Table 5-3 sets out the monitoring schedule for the travel plan period:

Table 5-3: High level monitoring strategy

	Year 1	Year 2	Year 3	Year 4	Year 5
Action	Baseline Survey + Initial Report and TPC engagement	Staff travel survey and Annual Monitoring Report	Staff travel survey and Annual Monitoring Report	Staff travel survey and Annual Monitoring Report	Staff travel survey and Final Report



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5.4.4 The TPC will be responsible for the coordination of the survey work. It is envisaged that this would take the form of a questionnaire to be completed by members of staff either in electronic or hard copy form.

5.5 Review

5.5.1 Following the completion of the survey work, the TPC will compile a report of the surveys. Where necessary, the target and measures will be reviewed.

5.5.2 Review – At the start of each Travel Plan year (except Year 1), the TPC will undertake a staff travel survey and review of the Travel Plan. The objective will be to measure its success and to identify the potential for improvements to the travel initiatives.

5.5.3 Re-issue of Travel Survey - An element of the review will involve re-issuing the staff travel surveys annually. The TPC will review the results and adjust any measures if necessary.

5.5.4 Monitoring Report - The review will result in production of an annual monitoring report. The report shall demonstrate how the Travel Plan has been implemented during the previous years and include:

- Site information;
- Measures introduced and actions taken to promote the Travel Plan;
- A statistical summary of the modal split of staff disclosed by the monitoring surveys;
- The progress of the travel plan in achieving targets and identifying any amendments; and
- A plan for future actions to be implemented.



6 Management

- 6.1.1 The successful introduction of the Travel Plan will be dependent upon buy-in from staff based at the site, and the processes put in place to support, implement and develop the measures outlined in Section 8.
- 6.1.2 This process will be managed and supervised by a nominated Travel Plan Coordinator (TPC), who will be appointed by the site operator prior to first occupation of the building, and for the agreed monitoring period. The TPC is responsible for the day-to-day management, co-ordination, promotion and implementation of the Travel Plan as well as being the main point of contact for the Local Highway Authority, and for any staff who have queries about their travel. The main responsibilities of the TPC will be:
- Overseeing the development and implementation of the Travel Plan;
 - Promoting and marketing the objectives and benefits of Travel Planning;
 - Providing every employee with a Travel Information Pack (TIP) as well as up-to-date travel and transport information;
 - Acting as point of contact for employees requiring information;
 - Undertaking travel surveys to monitor the effectiveness of the Measures;
 - Liaising with officers at LHA to engage with local travel initiatives;
 - Providing annual reports giving updates on the Travel Plan, its measures and its effectiveness.
- 6.1.3 A key component of a successful Travel Plan is the requirement to raise awareness, which will be achieved via on-site and online visual displays and marketing. The TPC will ensure that the Travel Plan and other information relating to sustainable travel are conveyed to employees through a variety of media.

6.2 Management Support

- 6.2.1 The site occupier will make a budget available to the TPC to implement the Travel Plan. The amount of funding that will be required for the Travel Plan is anticipated to vary year on year based on surveys undertaken and the needs of the Travel Plan. Throughout the Travel Plan, the business case will be reviewed and will be an agenda item at management meetings, as appropriate, to discuss matters. Management will liaise with the TPC prior to meetings to discuss matters and Travel Plan progression.

6.3 Consultation

- 6.3.1 The success of the Travel Plan will rely on the support of the employees, and the TPC will retain close contact with representatives to ensure that the principles and initiatives within the Travel Plan are understood.
- 6.3.2 The TPC will also retain responsibility for liaison with outside bodies, including with officers at the LHA if required.



7 Measures and Initiatives

7.1 Introduction

- 7.1.1 A range of measures and actions will be implemented to encourage walking, cycling, public transport use and car sharing in accordance with national and local policies.
- 7.1.2 This Travel Plan demonstrates the commitment of the application site to sustainable travel. The design principle for this site is to provide a sustainable environment that promotes the ethos of sustainability while considering the unique nature of the IRC operation through encouraging the use of walking, cycling and local public transport as an alternative to single occupancy vehicle trips.
- 7.1.3 Measures that will be introduced as part of this Travel Plan to achieve its aims and objectives are provided in this section. The measures are largely aimed at influencing daily journeys undertaken by staff.
- 7.1.4 The measures outlined below are intended to be reviewed and monitored following completion of subsequent travel surveys.

7.2 Physical Measures to Promote Sustainable Transport and Travel

- 7.2.1 As detailed in Section 2, the development is located in an area where active travel is viable, but with limited options for members of staff. The development will include the following physical features to encourage journeys by sustainable modes:
- Provision of secure cycle parking for staff;
 - Provision of showers and lockers;
 - Car parking in line with Gosport Borough Council's parking standards; and
 - ■ electric vehicle charging bays

7.3 Staff Measures

Travel Information

- 7.3.1 Travel information will be provided to staff by the following means:
- A Travel Information intranet page or staff noticeboard;
 - By occasional email update from the TPC; and
 - Via a Travel Information Pack to be prepared and issued to all staff prior to occupation of the development. This is to influence travel patterns at the outset, when staff are considering how their daily journeys will be made.

Travel Information Pack (TIP)

- 7.3.2 The TIP will contain information on the alternatives to single-occupancy car use available to staff and will include the following information:
- Cycling and walking maps for the local area and the contact details of local and national cycling organisations, such as the Walk Wheel Cycle Trust.
 - Details of on-site cycle parking;



- Timetables and route maps for public transport. This should include isochrone maps showing schedules, journey times and timetable information;
- Details for any community travel websites or information portal pages and community forum sites.

Information Portal - Travel Information Online, by email and / or noticeboard

- 7.3.3 Depending on the exact operational requirements of the site, staff and staff facilities, travel information could be provided to staff on site by a mix of an intranet page, email or by a noticeboard in staff areas. These mechanisms will promote travel by alternative modes of transport and display the following information:
- Details of pedestrian and cycle routes in the local area;
 - Information regarding general pedestrian and cycle safety;
 - Locations of bus stops and local stations, and bus and rail timetable information; and
 - Promotion of national travel events such as Cycle to Work Day (www.cycletoworkday.org) and 'Bike Week' (www.bikeweek.org.uk).
- 7.3.4 The chosen mechanism(s) will provide a point of reference for all staff in all respects of the Travel Plan and will be used for information, relevant travel promotion and advertising.
- 7.3.5 Visitor travel to site will be managed. The provision of a minibus from the Gosport ferry terminal can be communicated to visitors via email.

Walking

- 7.3.6 Well documented evidence suggests that people who are physically active in their daily lives are more productive and take less time off on sick leave. Active travel enables people to enjoy these health benefits as part of their daily routine as well as reducing environmental impacts and saving money.
- 7.3.7 Walking advice and local pedestrian routes will be provided within the TIP and on the travel information portal page.
- 7.3.8 Free health apps will be promoted in the TIP and on the travel information portal page to further encourage walking.

Cycling

- 7.3.9 Cycle information and guidance will be contained within the TIP and information portal to support and encourage cycling.
- 7.3.10 Local cycle route maps and information about safe cycling and clothing will be included in the TIP and on the travel information portal page.
- 7.3.11 Secure and covered staff parking is available and the TPC will monitor the utilisation of the cycle parking to ensure sufficient parking is available and parking availability does not present a barrier to staff choosing to travel by cycle.
- 7.3.12 Lockers and showers will be made available for members of staff.
- 7.3.13 The TPC will endeavour to form a Bicycle User Group (BUG) for staff at the site.
- 7.3.14 National cycle events will be promoted in advance through the travel information portal page.



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- 7.3.15 The TPC will negotiate discounts with local cycle shops (and outdoor clothing shops) which could benefit from the implementation of the Travel Plan. The locations of nearby outlets would be identified in the TIP.

Public Transport

- 7.3.16 The TIP and travel information portal page will include up to date information on public transport services and the location and details of the closest bus stops to the site, including news on any new bus services coming forward through the regeneration of the area.
- 7.3.17 The most practical pedestrian and cycle routes to and from the application site to public transport stops will be identified within the TIP and on the travel information portal page.

7.4 Action Plan

- 7.4.1 An Action Plan of the measures is contained in Appendix A.



8 Summary and Conclusions

8.1 Summary

8.1.1 Stantec has been commissioned on behalf of the Home Office to provide transportation consultancy advice with regards to the Haslar IRC site. This Travel Plan, and accompanying Transport Assessment, have been prepared to support the unique nature of the development and its specific operational requirements.

8.2 Conclusions

8.2.1 The conclusions of this Travel Plan are:

- Although the site is in an accessible location with access to public transport and walking routes, and is within a suitable environment for cycling, the site requirements for 24/7 use, shift patterns and security requirements do pose a level of restriction on sustainable travel options.
- The site aligns with national and local policy such as the Gosport Borough Local Plan 2011-2029, Draft Gosport Local Plan 2042, Hampshire LTP 4 and the NPPF.
- Currently, 80% of staff are anticipated to travel to work as a "car or van driver". This is due to the shift-based nature of the job and security concerns. This mode share, would be updated by an initial staff travel survey to be undertaken when Haslar IRC Refurbishment is fully occupied.
- A target 10% reduction in "car or van driver" is proposed over the five-year life of the travel plan.
- A range of measures are proposed to achieve this mode share including a travel notice board and travel information packs for staff.
- The travel plan will be monitored through annual staff travel surveys and annual monitoring reports prepared.



Appendix A Action Plan



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Objective/Deliverable	Mode Affected	Action	Responsibility	Timescale	Monitoring Indicator	Cost
Travel Plan Management and Coordination	N/A	Appoint site specific TPC	Occupier	3 months prior to occupation	-	
		Travel Plan Launch	TPC	First occupation of development	-	N/A
Travel Plan Promotion and Marketing	All Modes	Travel Information Pack - Design and email TIP - Distribute electronically	TPC	Upon first occupation	Provide evidence of implementation to TPC within 3 months of occupation	TPC Time only - no additional cost
		Travel information on staff Intranet	TPC	First occupation of development	Provide evidence of implementation to TPC within 3 months of occupation	TPC Time only - no additional cost
		Public Transport information on noticeboard	TPC	First occupation of development	Provide evidence of implementation to TPC within 3 months of occupation	TPC Time only - no additional cost
		Newsletter email	TPC	Annually	Provide evidence of implementation within 3 months of occupation	TPC Time only - no additional cost
Maximising use of sustainable travel modes	Public Transport	Information provision through methods outlined above including provision of weblinks to timetables and journey planning services	TPC	In line with Travel Plan Promotion and Marketing timescales	N/A	TPC Time only - no additional cost
	Walking and cycling	Information provision through methods outlined above including health related apps and walking and cycling routes	TPC	In line with Travel Plan Promotion and Marketing timescales	N/A	TPC Time only - no additional cost
	Walking and cycling	Provision of appropriate showers, changing facilities and storage areas	Developer	During construction	Completion of proposed works	Included within development



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		for cycle helmets, wet weather gear etc				budget - no additional cost
Cycling		Provision of secure and covered long and short stay cycle parking	Developer	During construction	Completion of proposed works	Included within development budget - no additional cost
Cycling		Promote Government's Cycle to Work scheme	TPC	Upon first occupation	-	-
Cycling		Include any cycle and outdoor shop discounts identified by TPC in promotional material	TPC	Prior to occupation of development	-	TPC Time only - no additional cost
Single Occupancy Vehicles		Provision of appropriate car parking	Developer	During construction	Completion of proposed works	Included within development budget - no additional cost
Single Occupancy Vehicles		Work to guarantee lift home for car sharers	TPC	Prior to occupation of development	-	TPC Time only - no additional cost
Single Occupancy Vehicles		Potential to allocate one or more staff parking spaces for car sharers (if a scheme is viable)	TPC	Following feedback from staff regarding car sharing	-	-
Single Occupancy Vehicles		Provision of Electric Vehicle (EV) charging points	Developer	During construction	Completion of proposed works	Included within development budget - no additional cost
Monitoring and Review	N/A	Work with TPC to conduct Baseline Survey	TPC	Within 6 months of occupation	Provide report of survey following completion of survey work in year 1.	TPC Time only - no additional cost
		Prepare Monitoring Reports	TPC	Years 1, 3 and 5	Provide monitoring reports of annual surveys.	TPC Time only - no additional cost

