



**ATP GROUP
PROPOSED REDEVELOPMENT OF
QUEENSMERE HOUSE
QUEENS ROAD, EAST GRINSTEAD**

STAGE 1 - ROAD SAFETY AUDIT

MAY 2025



Report title:	ATP Group Proposed Redevelopment of Queensmere House Queens Road, East Grinstead Stage 1 - Road Safety Audit
Date:	8th May 2025
Document reference and revision:	S/ATPEastGrinstead-2.1.6 Rev A
Prepared by:	Martyn Parr - Mayer Brown Ltd
On behalf of:	West Sussex County Council
Status:	Final

ATP Group
Proposed Redevelopment of Queensmere House
Queens Road, East Grinstead
Stage 1 - Road Safety Audit

List of Contents

Sections

1	Introduction	1
2	Items Raised at Previous Road Safety Audits	2
3	Items Raised at the Stage 1 Road Safety Audit.....	4
4	Audit Team Statement.....	6

Appendices

APPENDIX A: Site Location Plan

APPENDIX B: Reference Plan

APPENDIX C: Other Plans and Supplemental Information Provided for Audit

1 Introduction

- 1.1 This report results from a Stage 1 Road Safety Audit carried out following instructions from the ATP Group concerning the S278 highway works associated with the provision of a new residential development on the northern side of Queens Road, East Grinstead, at the request of West Sussex County Council.
- 1.2 The proposed works comprise a proposed residential access abutting Queens Road.
- 1.3 The Road Safety Audit took place during May 2025.
- 1.4 The Overseeing Organisation is the West Sussex County Council.
- 1.5 The Road Safety Audit comprised an examination of the highway arrangement drawings provided by Mr William Board at the ATP Group (Design Team), given as **Appendix B** & **Appendix C** of this report.
- 1.6 The Road Safety Audit Team membership was as follows:

Audit Team Leader

Martyn Parr MSoRSA, MCIHT, NHCoc
Road Safety Manager – Mayer Brown Limited

Audit Team Member

John Reid MSc, DipHTE, NHCoc
Technical Director (Safety) – Mayer Brown Limited

- 1.7 A site visit was undertaken on 7th May 2025 from 11:00 hrs onwards, during which the weather was fine, and the existing road surface was dry. Traffic conditions, pedestrian numbers and pedal cycle numbers were low.
- 1.8 The Audit is concerned only with the Section 278 works that are to be adopted by the West Sussex County Council.
- 1.9 The Audit Team are not advised of any Departures from Standard.
- 1.10 All comments and recommendations are referenced to a reduced scale copy of drawing '24152_PL11', given as **Appendix B** in this report.

2 Items Raised at Previous Road Safety Audits

- 2.1 The road safety aspects of the proposed residential access were the subject of comment in a Stage 1 Road Safety Audit report undertaken in July 2017.
- 2.2 Three issues raised during the previous Audit remain an issue and are therefore reiterated in this section of the report.
- 2.3 One further issue is identified in this Stage 1 Audit report.

General comment

2.4 Problem

Location: General to the scheme.

Summary: Maintenance / inspection covers – Two-wheel vehicle loss of control.

New service provision may be required for the proposed development. Inspection covers which become polished by traffic action may create skid hazards for two-wheeled vehicles; this could lead to a loss of control and result in rider and / or passenger injury

Recommendation

Ensure as far as practical that no manholes or inspection chambers are located where they are likely to be traversed by two-wheeled vehicles during turning manoeuvres. Where this is unavoidable, use skid resistant covers and ensure that they are regularly inspected and maintained.

Vehicular Access

2.5 Problem

Location: Proposed vehicular accesses.

Summary: Visibility splays.

Visibility splays are not indicated on the drawings submitted. It is important that appropriate visibility splays are provided to ensure drivers approaching the proposed vehicular access points are able to see vehicles waiting. Likewise, it is important that drivers waiting on the proposed vehicular access points are able to see approaching drivers travelling on Queens Road.

Failure to provide adequate visibility could lead to vehicles pulling out into the path of approaching vehicles, resulting in a collision and possible injury.

Recommendation

Provide visibility splays in accordance with relevant design standards and ensure that the splays will be kept free from obstruction. Any vegetation within the splays should be maintained to ensure that it does not extend beyond a vertical height of 0.6m. Any land within the visibility splays should be adopted and maintained by West Sussex County Council.

2.6 Problem

Location: Site access (please refer to reference point 2.6 in **Appendix B**).

Summary: Pedestrian trip / fall hazard.

The proposed access may require levelling which would result in level difference between the access and the adjacent site to the north. If there is to be a significant level between the edge of the development site and the adjacent site then it will be necessary to provide some form of barrier at the boundary, to eliminate the risk of pedestrian slips / falls or vehicles from driving over the edge.

Recommendation

Provide some form of restraint barrier (if appropriate)

3 Items Raised at the Stage 1 Road Safety Audit

General

- 3.1 Having inspected the site and adjacent highway links and observed road-user behaviour, the Auditors are satisfied that given the likelihood that these access points will be used infrequently, no material risk will arise to road users from the operational use of this access. The recommendations detailed in **Section 2** and **Problem 3.2** below should therefore be read within this context and are made to optimise the safety of this provision during normal use of Queens Road.

Site Access

3.2 Problem

Location: Proposed site access (please refer to reference point 3.2 in **Appendix B** of this report).

Summary: Highway/adjacent development levels.

As set out in CD 123, and concerning gradients on direct accesses “*Providing a relatively flat section prevents drivers having to perform a 'hill start', which reduces the risk of vehicles stalling or inadvertently rolling out into the major road.*”

The Audit Team note that the site access is likely to have a gradient adjacent to the channel line of Queens Road. CD 123 recommends that:

4.4 *For direct accesses, the gradient on the approach to the trunk road shall not exceed 10% either uphill or downhill.*

4.5 *For direct accesses, the gradient on the access approach shall not exceed 4% over one of the following distances, measured from the edge of the major road carriageway:*

- 1) 10 metres; or,
- 2) 5 metres.

4.5.1 *The distance over which the gradient does not exceed 4% should be in accordance with 1).*

4.5.2 *Where it is not feasible to provide a distance over which the gradient does not exceed 4% fully in accordance with 1), the distance should be as close to 1) as practicable, but no less than 2).*

4.5.3 For direct accesses, the gradient on the access approach should not exceed 2% immediately adjacent to the trunk road.

Recommendation.

It is recommended that if practical, the site access gradient should be provided in accordance with CD123 (Geometric design of direct accesses).

4 Audit Team Statement

Audit Team Statement

4.0 We certify that this Road Safety Audit has been carried out as described in GG119.

Road Safety Audit Team Leader

Martyn Parr – MSoRSA, MCIHT, NHCoC
Road Safety Manager
Mayer Brown Limited
Lion House
Oriental Road
Woking
Surrey
GU22 8AR

Signed



Date 08/05/25

Road Safety Audit Team Member

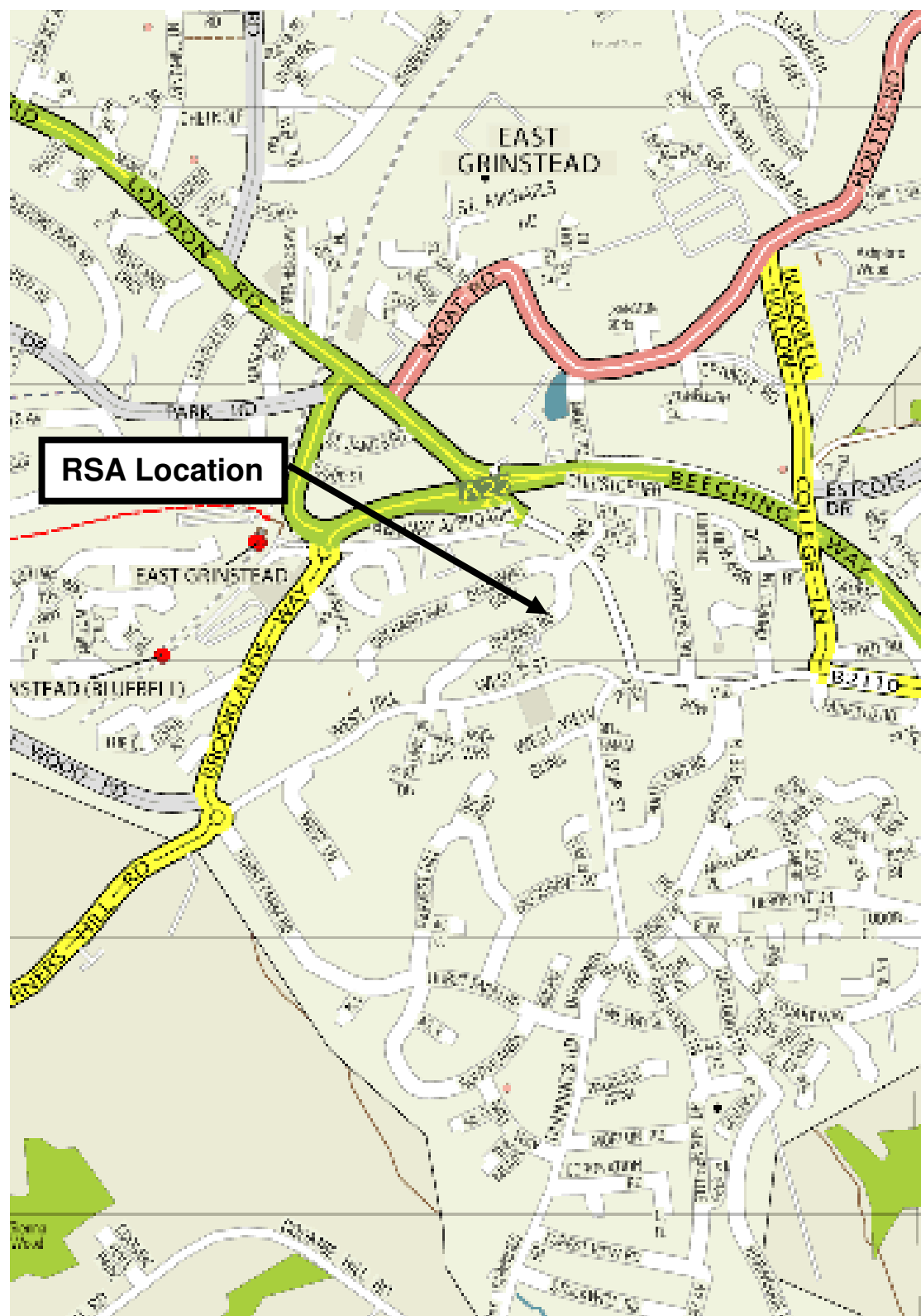
John Reid - MSc, DipHTE, NHCoC
Technical Director (Safety)
Mayer Brown Limited
Lion House
Oriental Road
Woking
Surrey
GU22 8AR

Signed

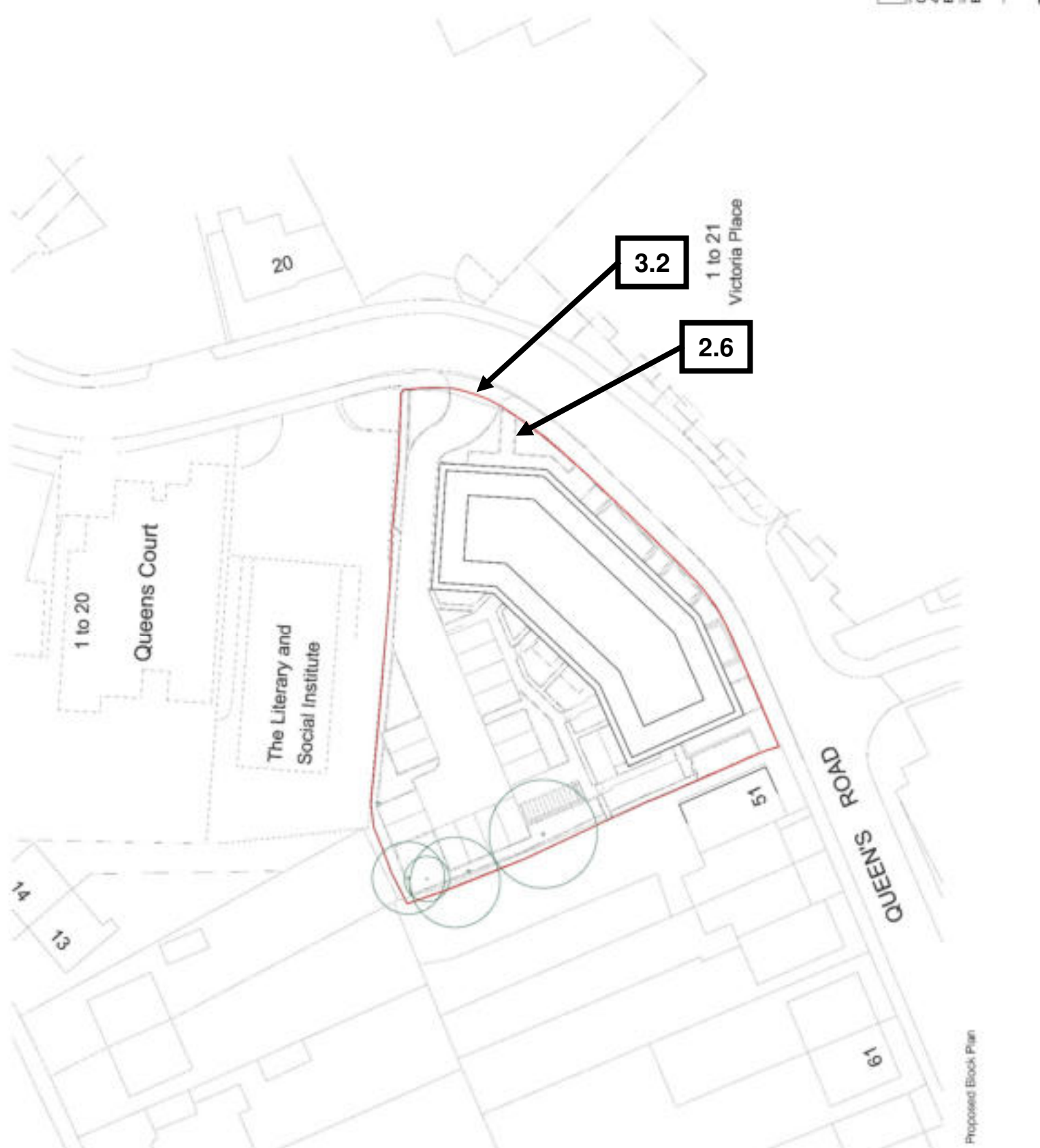


Date 08/05/25

APPENDIX A: Site Location Plan

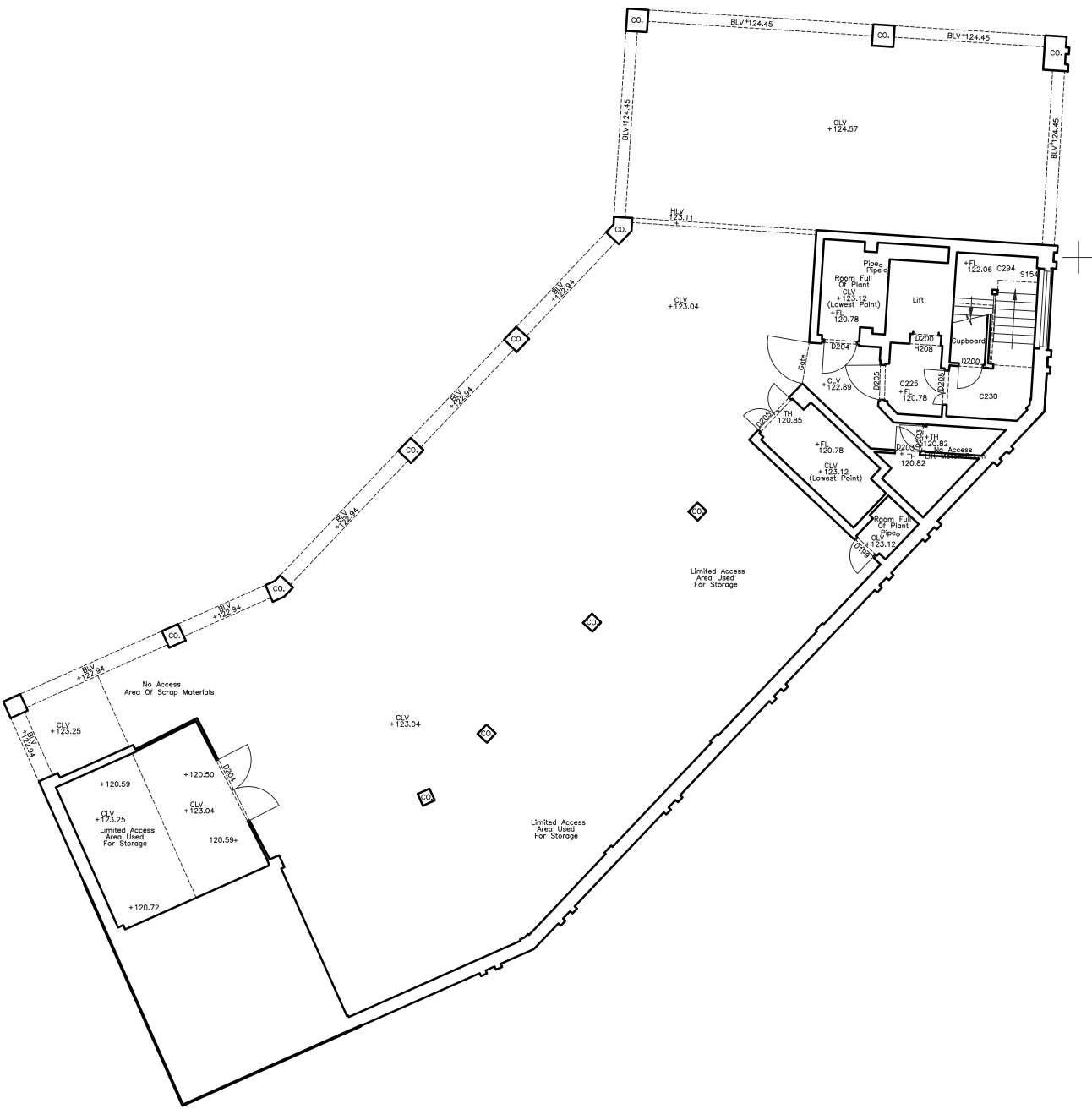


APPENDIX B: Reference Plan

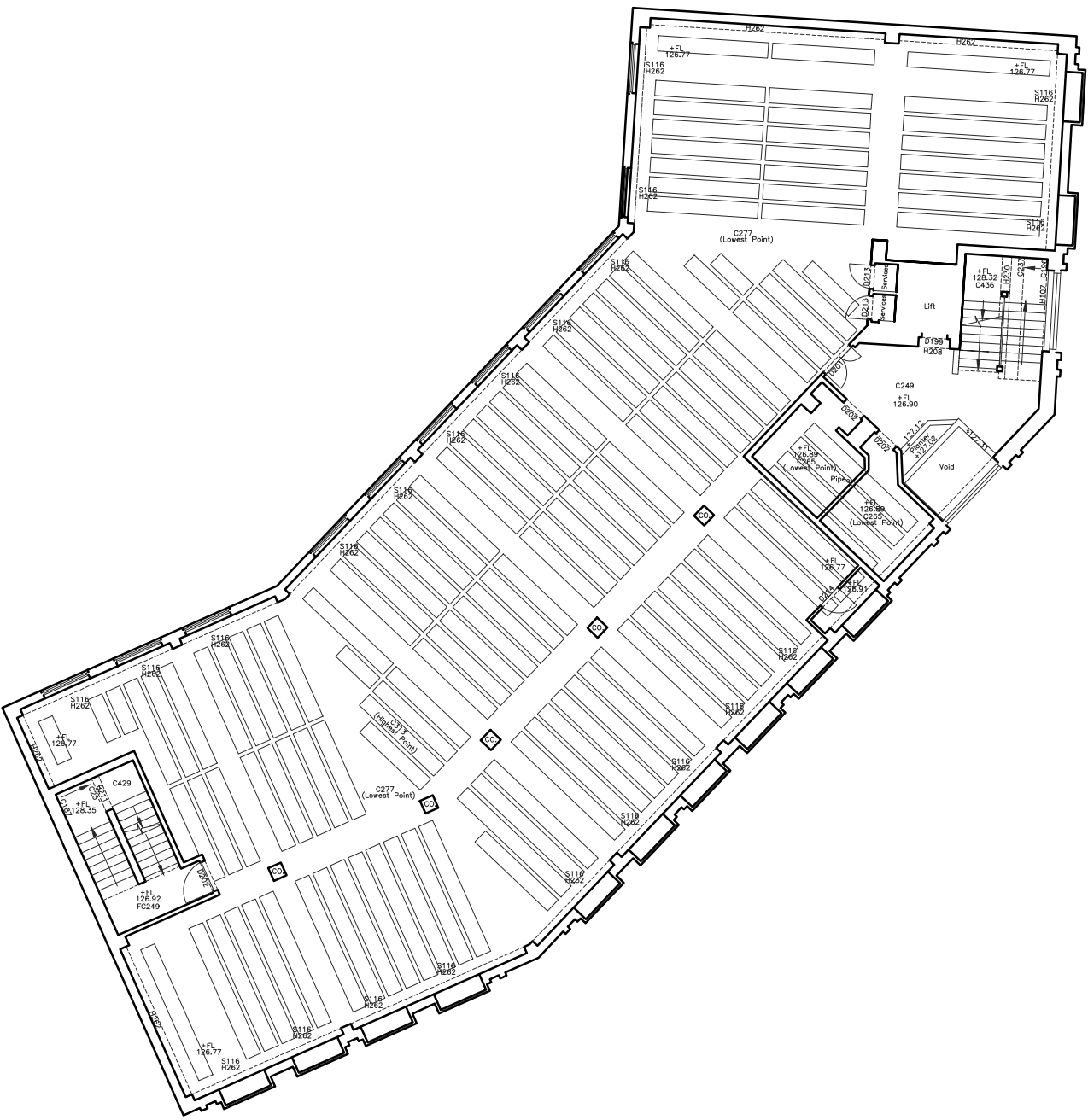


Proposed Block Plan

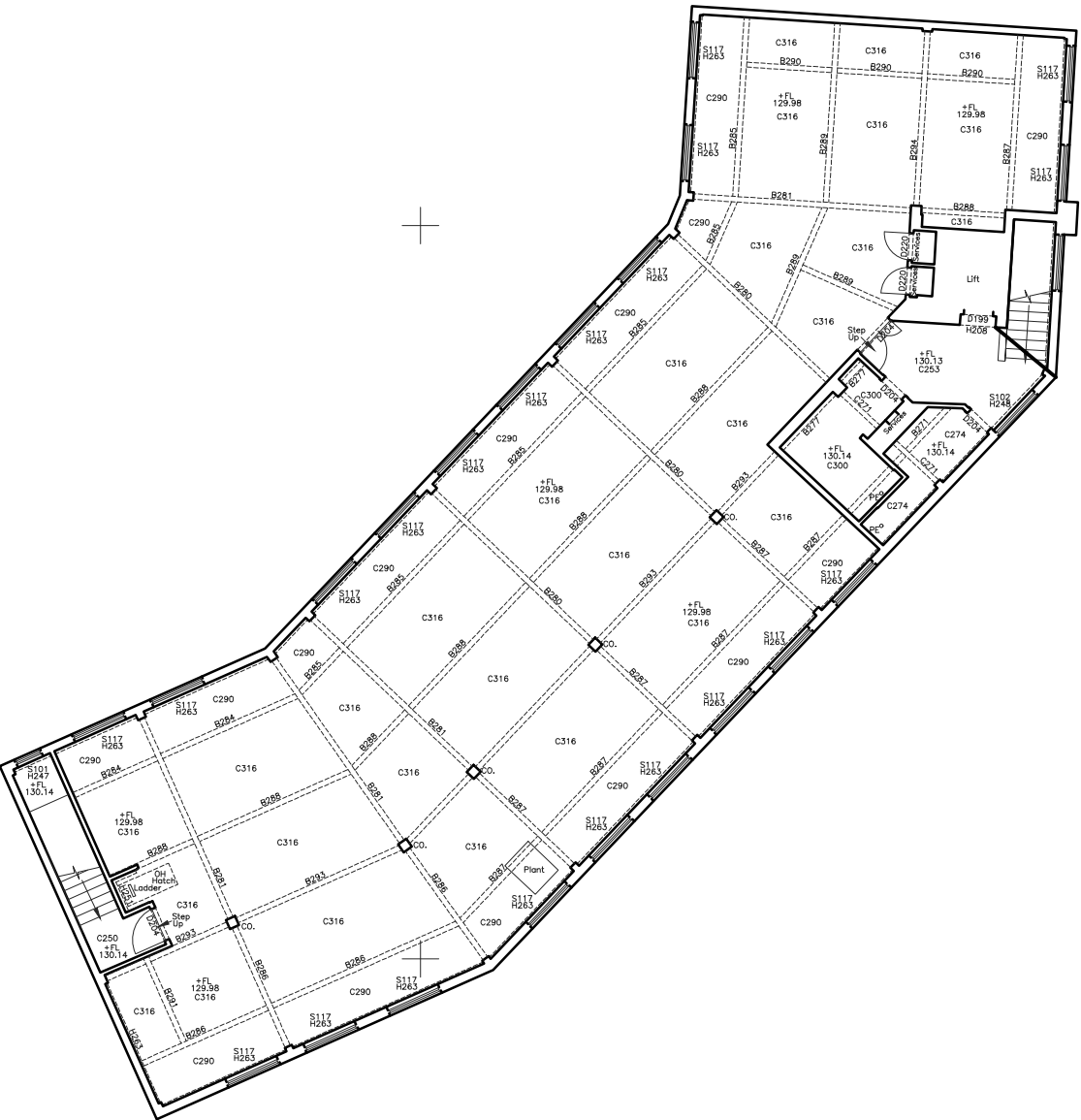
APPENDIX C: Other Plans and Supplemental Information Provided for Audit



Lower Ground Floor Plan



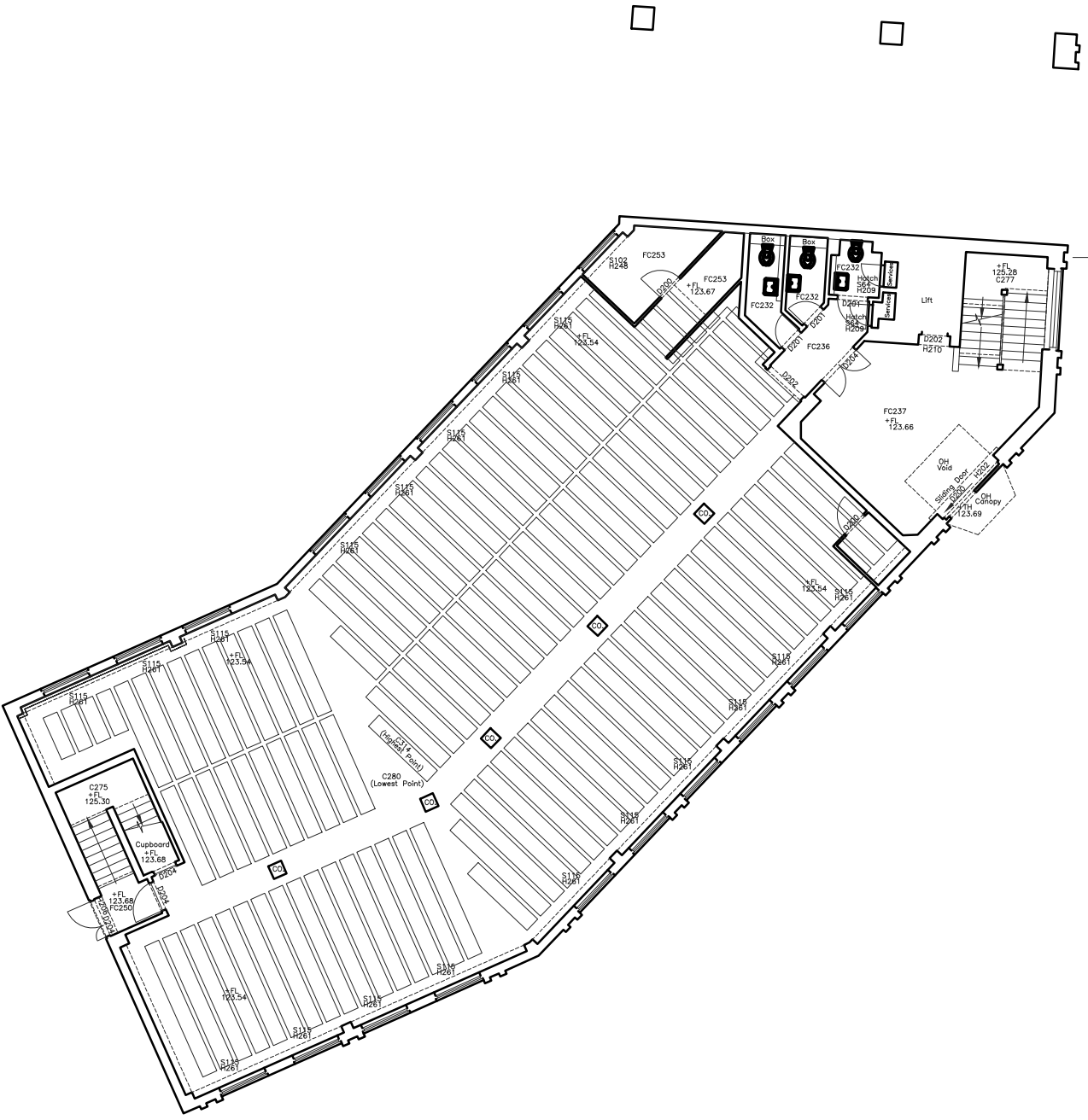
First Floor Plan



Second Floor Plan



Site Plan



Ground Floor Plan

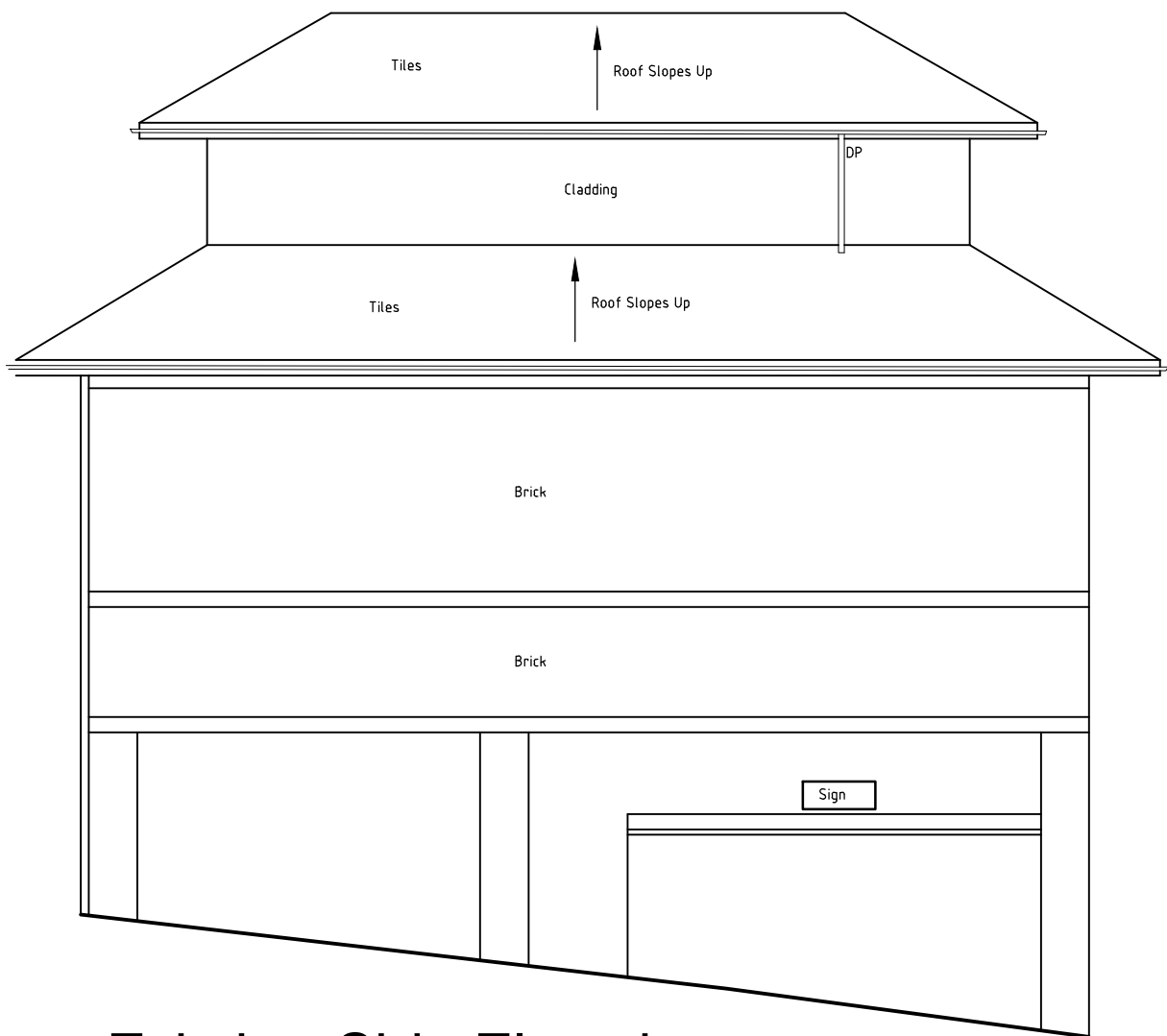


Planning Pre-App

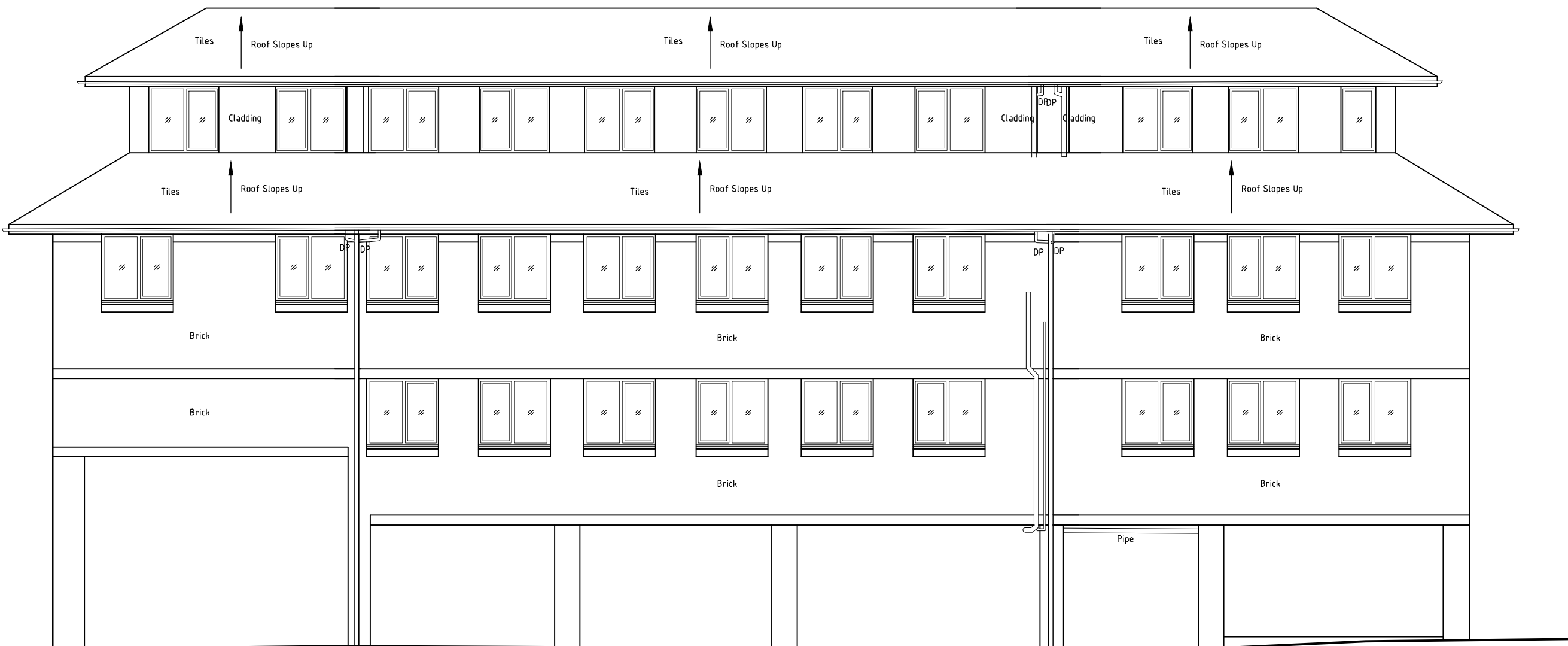
CONTRACT		SCALE 1:200@A1/1:400@A3	
Queensmere House		DATE June 2024	
49 Queens Road		DRAWN WJB	
East Grinstead, RH19 1BG		CHECKED WJB	
TITLE		DRAWING No	
Existing Plans		24152_PA02	
REVISION			



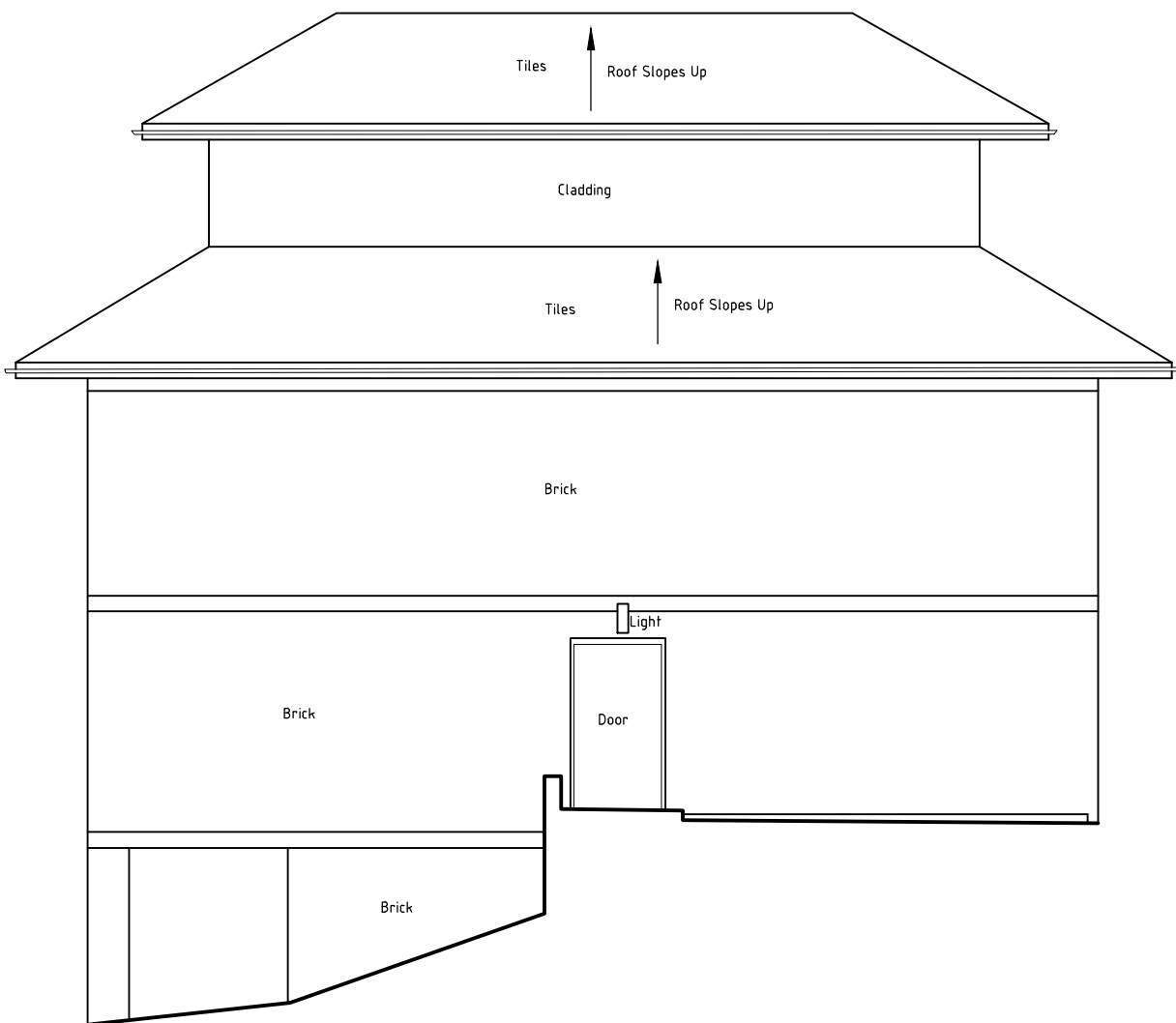
Existing Front Elevation
1:100



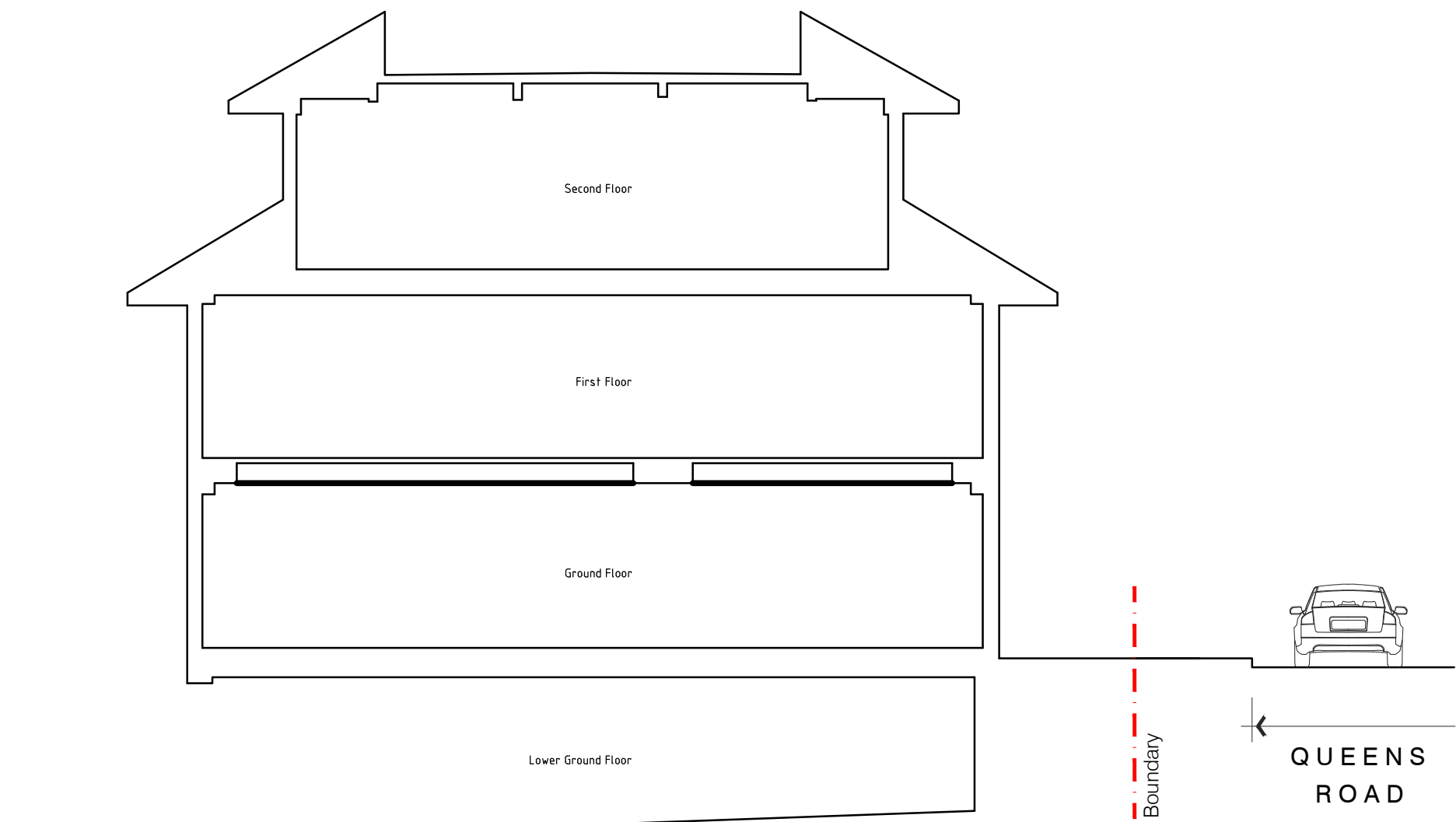
Existing Side Elevation
1:100



Existing Rear Elevation
1:100



Existing Side Elevation
1:100



Existing Section
1:100



Planning	
CONTRACT	SCALE 1:100 @A1/1:200 @A3
Queensmere House East Grinstead, Queen's Road, RH19 1BG	DATE July 2024
	DRAWN KW
	CHECKED WB
TITLE Residential Conversion Existing Elevations and Section	DRAWING No 24152_PL03
	REVISION



Accommodation Schedule

	1B1P	1b2p	2B3P	2B4P	3B5P	Total
L Ground	-	2	-	2	1	5
Ground	2	4	1	-	-	7
First	1	4	1	1	-	7
Second	-	4	1	-	-	5
TOTAL	3	14	3	3	1	24
	71%		25%		4%	

Lower Ground Floor Plan

02468101214161820

PLANNING

CONTRACT		SCALE 1:100@A1/1:200@A3	
Queensmere House		DATE December 2024	
49 Queens Road		DRAWN MR	
East Grinstead, RH19 1BG		CHECKED WJB	
TITLE		DRAWING No	
Proposed Plan Layouts		24152_PL04	
Lower Ground Floor		REVISION A	

ATP

Architects + Building Surveyors
Brook House, Coventry Road, Ilford, Essex IG1 4QR
T 020 8532 4141 F 020 8532 4140



Accommodation Schedule

	1B1P	1b2p	2B3P	2B4P	3B5P	Total
L Ground	-	2	-	2	1	5
Ground	2	4	1	-	-	7
First	1	4	1	1	-	7
Second	-	4	1	-	-	5
TOTAL	3	14	3	3	1	24
	71%		25%		4%	



PLANNING

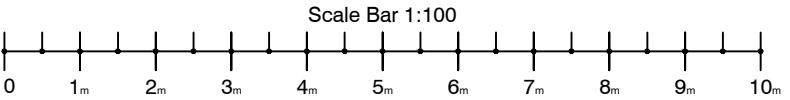
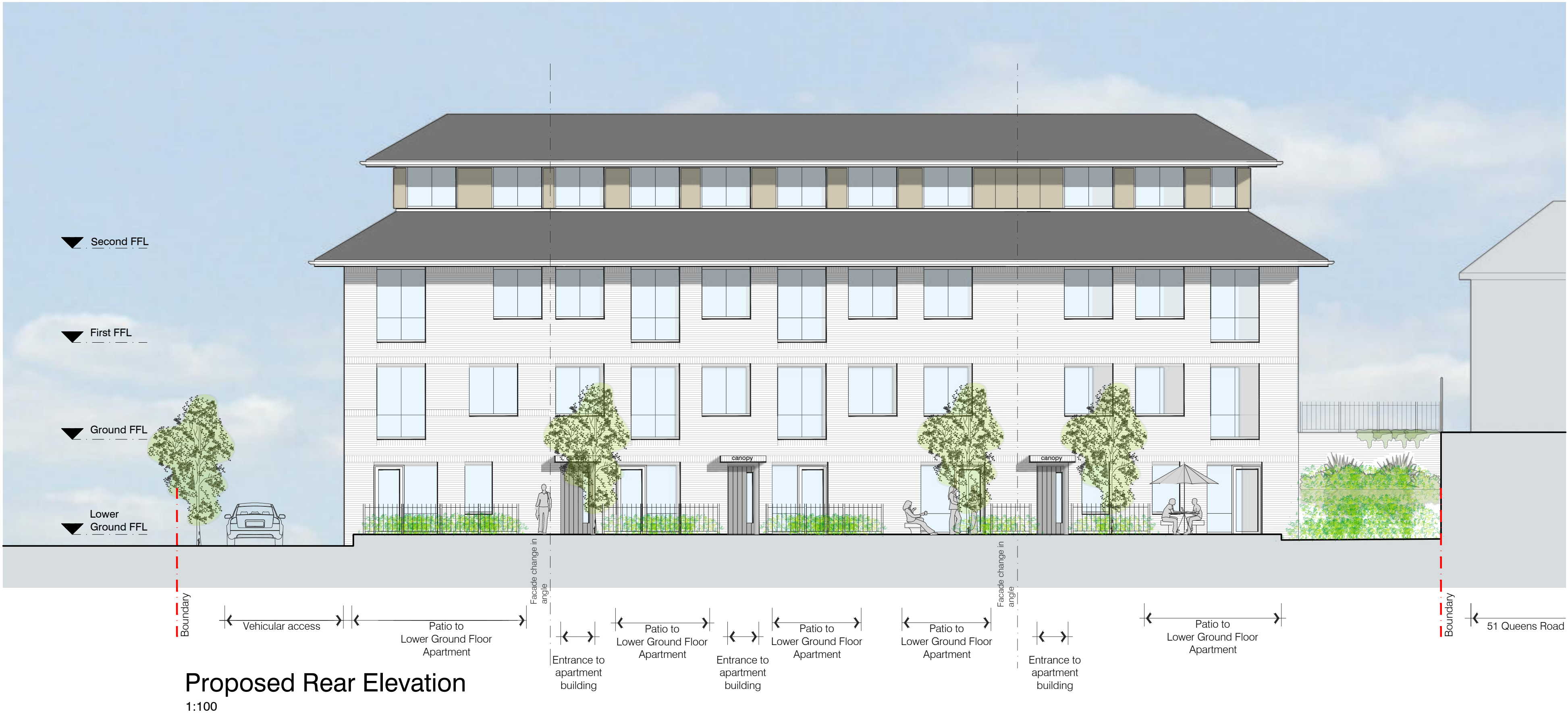
CONTRACT
Queensmere House
49 Queens Road
East Grinstead, RH19 1BG

SCALE 1:100@A1/1:200@A3
DATE Dec 2024
DRAWN MR
CHECKED WJB

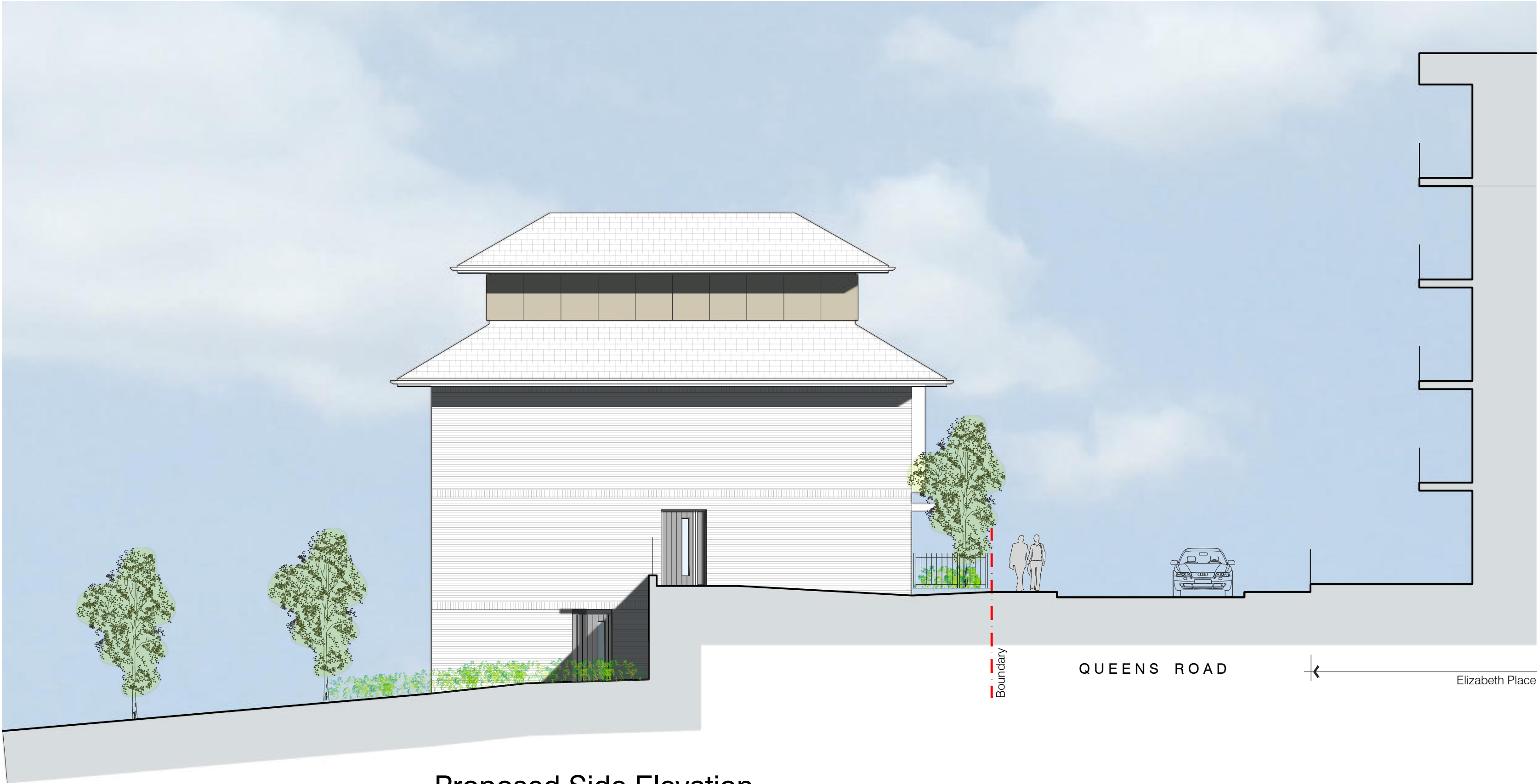
TITLE
Proposed Plan Layouts
Ground Floor

DRAWING No
24152_PL05
REVISION

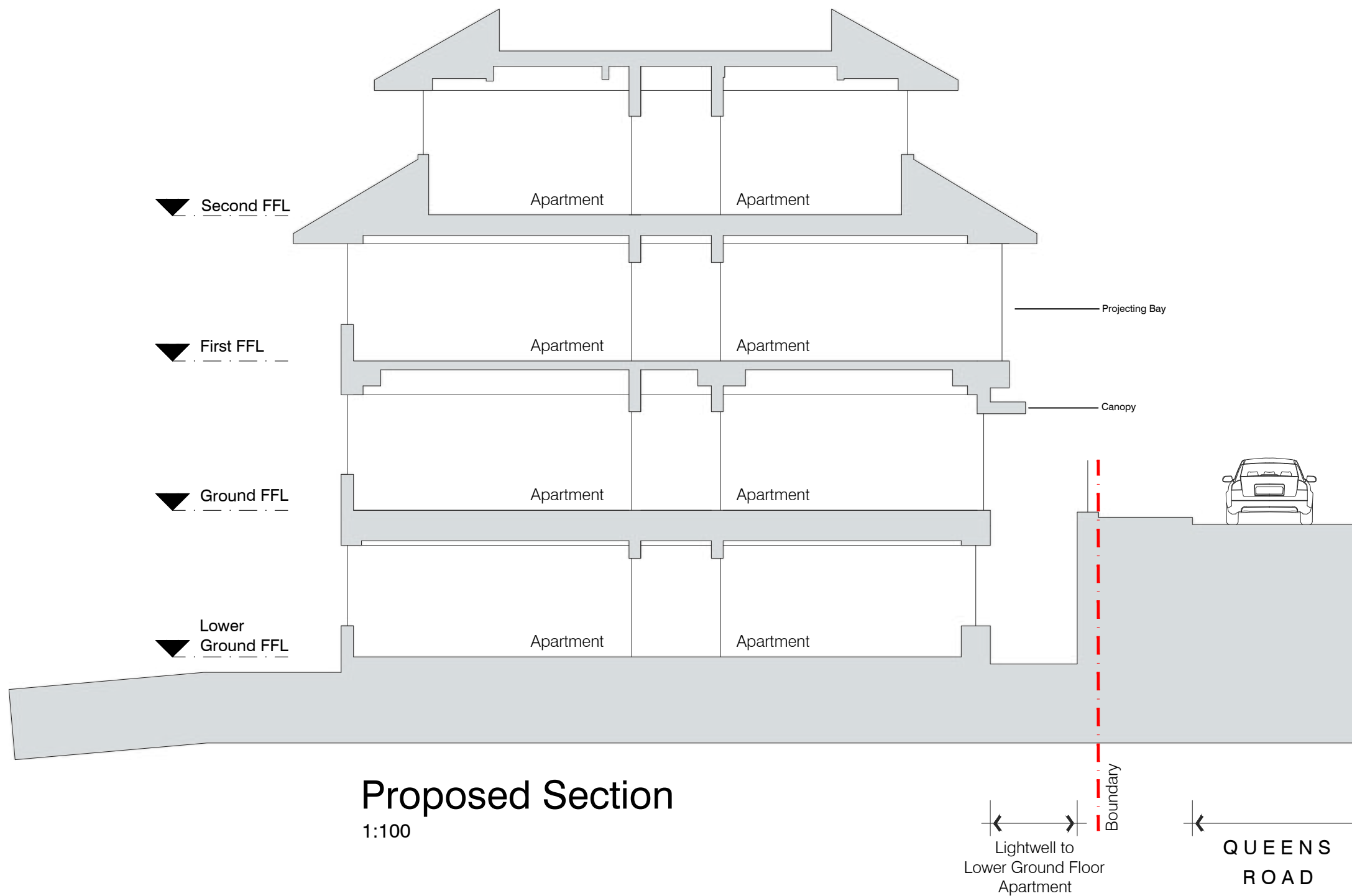
Ground Floor Plan



Planning			
CONTRACT		SCALE 1:100 @A1/1:200 @A3	
Queensmere House		DATE	Dec 2024
East Grinstead,		DRAWN	MR
Queen's Road, RH19 1BG		CHECKED	WB
TITLE		DRAWING No	24152_PL07
Residential Conversion		REVISION	
Proposed Front and Rear Elevations			



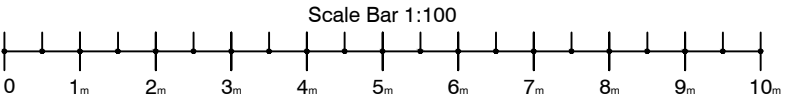
Proposed Side Elevation
Adjacent 51 Queens Road
1:100



Proposed Section
1:100

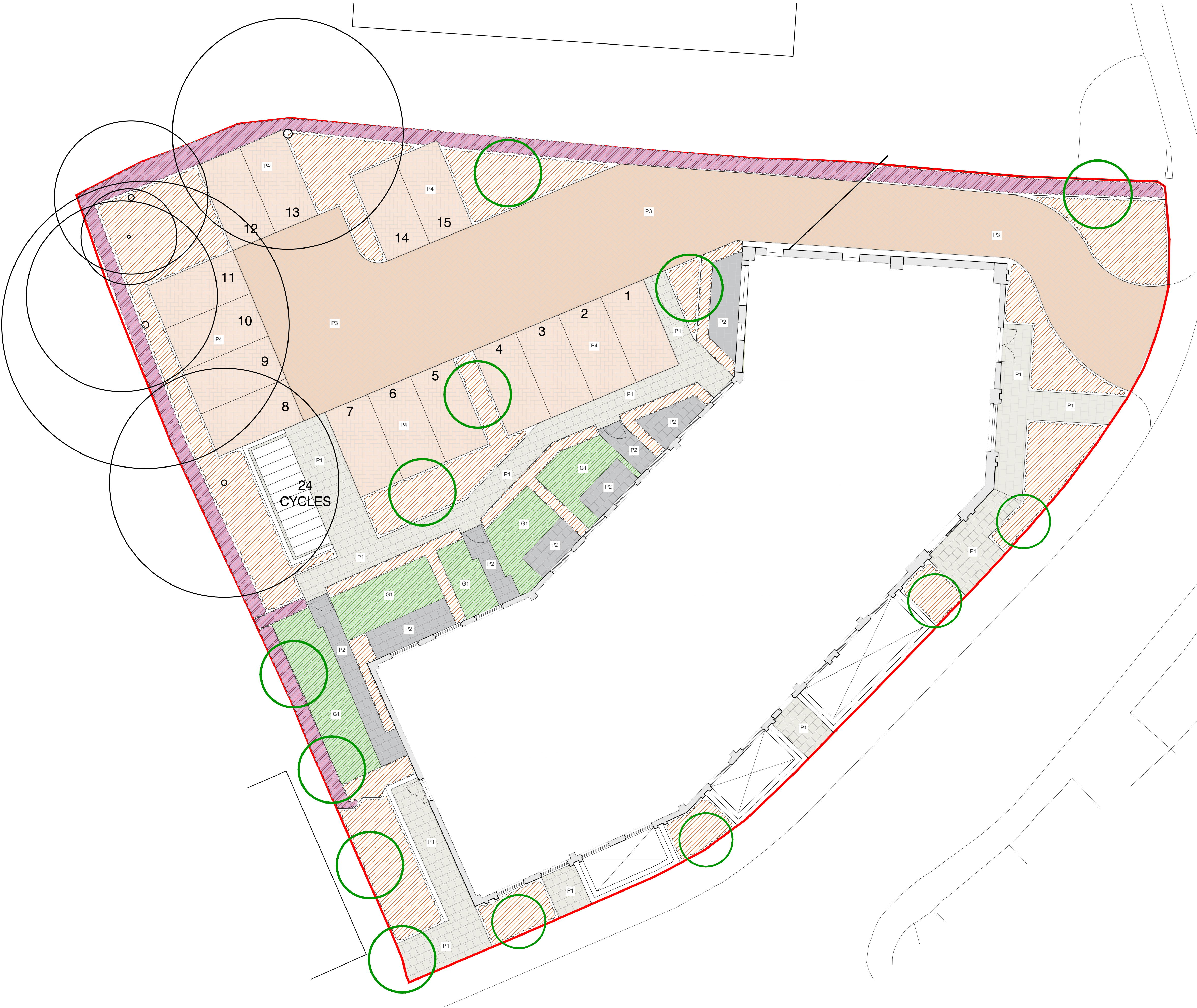


Proposed Side Elevation
Adjacent Literary and Social Institute
1:100



Planning

CONTRACT		SCALE	
Queensmere House		1:100 @A1/1:200 @A3	
East Grinstead,		DATE	Dec 2024
Queen's Road, RH19 1BG		DRAWN	MR
		CHECKED	WB
TITLE		DRAWING No	
Residential Conversion		24152_PL08	
Proposed Side Elevations and Section		REVISION	



DO NOT SCALE
REPORT ERRORS AND OMISSIONS TO THE ARCHITECT
CHECK ALL DIMENSIONS BEFORE FABRICATION

REVISION	DRAWN	CHKD	DATE
----------	-------	------	------

HARD LANDSCAPE SYMBOL LEGEND

- SITE BOUNDARY
- SURFACE TREATMENT
- P1 - 400x400 MARSHALLS CONSERVATION X PAVING - COLOUR CHARCOAL
 - P2 - 400x400 MARSHALLS CONSERVATION X PAVING - COLOUR SILVER GREY
 - P3 - 200x100 MARSHALLS PRIORA PERMEABLE BLOCK PAVING - COLOUR NATURAL
 - P4 - 200x100 MARSHALLS PRIORA PERMEABLE BLOCK PAVING - COLOUR CHARCOAL
 - G1 - Private Grassed Area
 - Garden Plants/Shrubs

REFERENCING NOTES

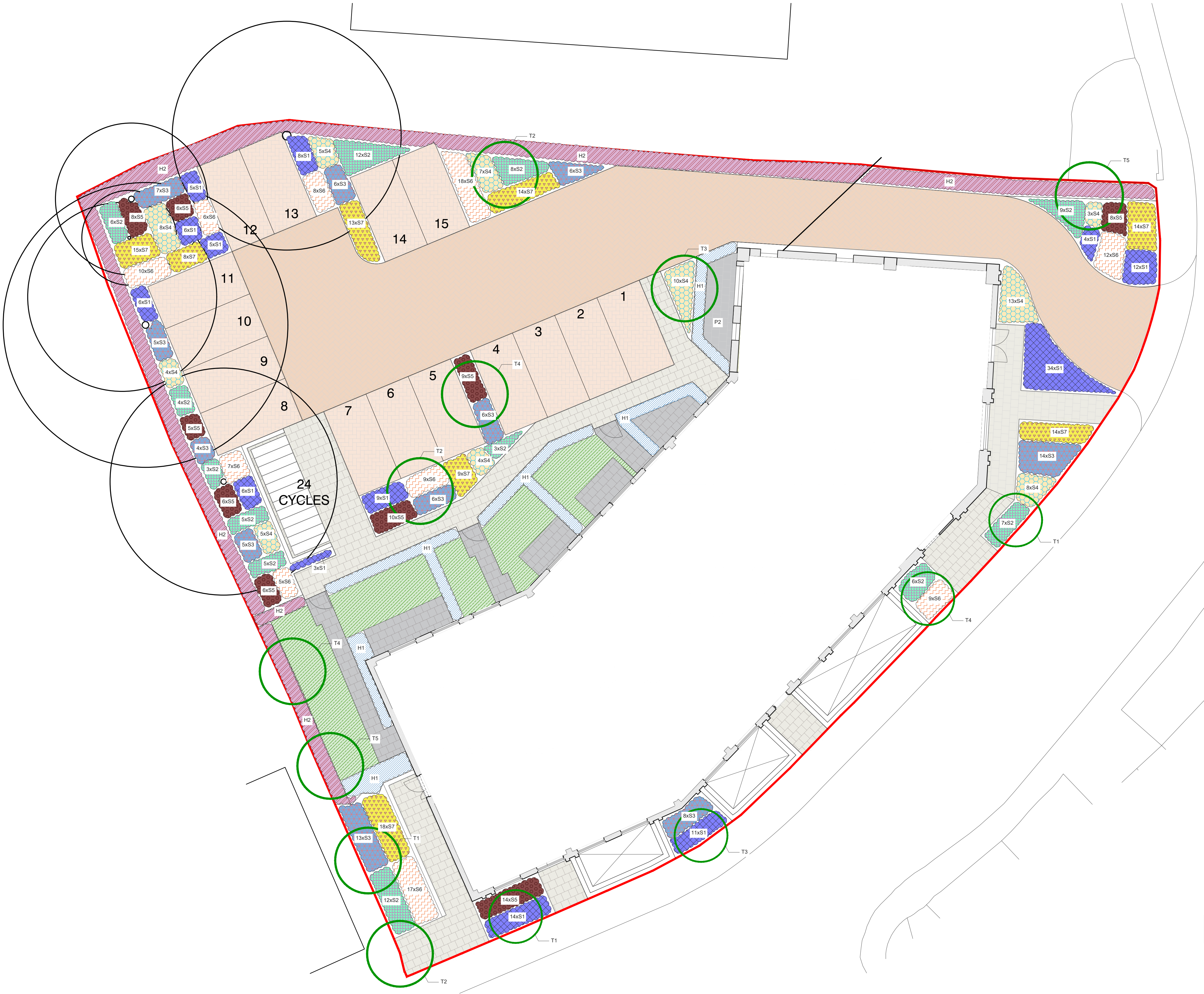
This drawing should be read in conjunction with all relevant consultants drawings & specifications.



PLANNING

CONTRACT	Queenmere House 49 Queens Road East Grinstead, RH19 1BG	SCALE	1:100@A1/1:200@A3
DATE	Dec 2024	DRAWN	MR
CHECKED	WJB	DRAWING No	24152_PL09
TITLE	Hard Landscape Plan	REVISION	

Hard Landscape Plan



SOFT LANDSCAPE SYMBOL LEGEND

- HEDGE**
- H1 - Carpinus Betulus [600x1000mm Height]
 - H2 - Privacy Mixed Native Hedging [1000x2000mm Height]
- SHRUBS**
- S1 - Ajuga Reptans
 - S2 - Choisya Ternata Sundace
 - S3 - Cornus Alba Ivory Halo
 - S4 - Eleagnus x Ebbingei
 - S5 - Lonicera Nitida 'Baggesen's Gold'
 - S6 - Skimmia Japonica
 - S7 - Viburnum Davidii
- Existing Tree
- Proposed Tree

REFERENCING NOTES

This drawing should be read in conjunction with all relevant consultants drawings & specifications.

NATIVE TREES

- TREE TYPES**
- T1 - Acer Campestre
 - T2 - Betula Pendula
 - T3 - Malus Sylvestris
 - T4 - Prunus Padus
 - T5 - Sorbus Aucuparia

PRIVACY MIXED NATIVE HEDGING

- HEDGES TYPES**
- Hawthorn (Crataegus Monogyna)
 - Hornbeam (Carpinus Betulus)
 - Green Beech (Fagus Sylvatica)
 - Hazel (Corylus Avellana)



PLANNING

CONTRACT	Queenmere House 49 Queens Road East Grinstead, RH19 1BG	SCALE	1:100@A1/1:200@A3
DATE	Dec 2024	DRAWN	MR
CHECKED	WJB	DRAWING No	24152_PL10
TITLE	Soft Landscape Plan	REVISION	

Soft Landscape Plan

