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Sent: 24 September 2026 18:41:47 UTC+01:00
To: "planninginfo" <planninginfo@midsussex.gov.uk>
Cc: "Joanne Fisher" <joanne.fisher@midsussex.gov.uk>; "Steven Shaw" <Steven.Shaw@westsussex.gov.uk>
Subject: WSCC Consultation Response from County Highways - Planning Services - DM/26/2092

TO:	Mid Sussex District Council - The Local Planning Authority (LPA) Planning officer: Joanne Fisher
FROM:	West Sussex County Council (WSCC) – The Local Highway Authority (LHA) - Consultee to the LPA Planning officer: Emma Avis
LOCATION:	Highfield West Hill East Grinstead RH19 4DL
SUBJECT:	DM/26/2092 - Discharge of Planning Condition No. 3 relating to Planning Application DM/24/3051
DATE OF SITE VISIT:	
RECOMMENDATION:	More Information Required

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The Local Highway Authority (LHA) has reviewed the submitted Construction Environmental Management Plan (CEMP), Revision 1c dated 31 July 2026, insofar as it relates to highway matters.

The CEMP relates to the demolition of the existing dwelling and erection of a care home (Class C2) and separate building providing additional care units pursuant to planning permission DM/24/3051.

The LHA notes that the CEMP contains a number of appropriate principles relating to construction traffic management. However, there are matters which require amendment and/or further information before the LHA can recommend discharge of the highway-related requirements.

Construction Access and Phasing

The LHA notes that the CEMP proposes demolition commencing in **August 2026**, while works to the new West Hill access are programmed to commence at the beginning of September 2026, with the access expected to be formed and stoned ready for construction traffic by the end of September 2026.

This proposed sequencing does not accord with the highway access strategy previously established for the development.

The LHA has consistently advised, including from the pre-application stage, that the **existing Highfields access is not to be used by demolition or construction traffic under any circumstances**. The new access from West Hill is therefore required to be constructed and made available for construction traffic **prior to the commencement of any demolition or construction activity on the site**.

The LHA notes that the CEMP proposes retaining the existing Highfields gate in a permanently locked position during the works, together with signage stating, "No through access to Highfields" and "No construction site access". These measures are supported and should be retained.

However, the CEMP must be amended to clearly reflect the agreed construction sequence. In particular, the reference to demolition commencing in August 2026, prior to the new West Hill access becoming available, should be removed.

The CEMP should clearly confirm that:

- the new West Hill access will be constructed and made available for construction traffic **before any demolition or construction activity commences**.
- all demolition and construction traffic will access and egress the site via the new West Hill access; and
- the existing Highfields access will remain physically restricted and shall not be used by demolition or construction traffic at any stage.

The LHA also notes the statement within the CEMP suggesting that separate written agreement, amended discharge wording or a formal condition variation may be required if demolition is restricted until the new West Hill access becomes available.

From a highway perspective, the CEMP should instead reflect the previously established access strategy whereby the new West Hill access is available prior to demolition or construction commencing.

Construction Vehicle Numbers, Types and Frequency

Condition 3 requires details of the anticipated number, frequency and types of vehicles associated with the construction works.

The CEMP states that the final vehicle numbers and booking arrangements will be confirmed by the Principal Contractor before commencement.

This information should be provided as part of the CEMP submitted for approval rather than deferred until after discharge of the condition.

The applicant is therefore requested to provide details of the anticipated construction vehicle movements, including the types and maximum sizes of vehicles, anticipated number and

frequency of movements and expected daily movements during the principal phases of demolition and construction.

Construction Vehicle Routing

The CEMP states that all construction traffic will use agreed routes and comply with any WSCC requirements. It also states that the Principal Contractor will prepare a Delivery and Logistics Plan prior to commencement.

However, the submitted CEMP does not provide the proposed construction vehicle routing.

A construction vehicle routing plan should therefore be provided identifying the route(s) to be used by demolition and construction traffic between the new West Hill access and the appropriate highway network. The proposed route should be suitable for the type and size of construction vehicles anticipated.

Site Logistics, Loading and Unloading

The CEMP states that delivery and waste vehicles will be booked in advance and marshalled where necessary. Vehicles will enter and leave in forward gear where practicable and will not wait on West Hill unless appropriate traffic management has been agreed. Banksman will also be used where reversing, or pedestrian/vehicle conflict could occur.

These principles are welcomed.

However, a detailed construction logistics/site layout plan should be provided demonstrating how these arrangements will operate throughout the construction period. This should identify the location of the construction access, loading and unloading areas, vehicle turning/manoeuvring areas, material storage areas, site compound, contractor/visitor parking, and wheel-washing facilities.

The arrangements should demonstrate that construction vehicles can be accommodated within the site without waiting, loading/unloading, or causing unnecessary obstruction on West Hill.

Contractor and Visitor Parking

The CEMP states that operative and visitor parking will be provided within designated areas and that obstruction of West Hill will be prohibited.

The principle is supported; however, details of the anticipated workforce and associated parking provision have not been provided.

The applicant should therefore provide details demonstrating that sufficient contractor and visitor parking can be accommodated within the site throughout the demolition and construction phases, without resulting in displaced construction-related parking on West Hill or the surrounding highway network.

Wheel Washing and Highway Cleanliness

The LHA notes that the CEMP requires wheel-washing or equivalent wheel-cleaning arrangements before vehicles leave the site, together with maintenance of haul routes and road sweeping where mud or debris is deposited on the public highway.

These measures are supported.

The proposed location of the wheel-washing/cleaning facility should be identified on the construction logistics plan and positioned so that vehicles can be appropriately cleaned prior to entering the public highway.

The CEMP also includes an appropriate procedure whereby affected vehicle movements may be stopped should mud or debris be deposited on the highway, with the highway cleaned and the relevant controls reviewed.

Highway Permits and Traffic Management

The LHA notes that the CEMP acknowledges that any skips, scaffolding, hoarding, cranes, temporary parking restrictions, temporary traffic management, road-space occupation, or other works affecting the highway will require the necessary approvals from West Sussex County Council prior to those works being undertaken.

This is welcomed.

Conclusion

The LHA considers that the submitted CEMP contains several appropriate construction management principles. However, the proposed programme does not currently reflect the previously established highway access strategy, and a number of details required by the condition remain outstanding or are proposed to be determined by the Principal Contractor at a later stage.

In particular, the CEMP must be amended to clearly confirm that the **new West Hill access will be constructed and made available for construction traffic prior to the commencement of any demolition or construction activity**, and that the **existing Highfields access will not be used by demolition or construction traffic under any circumstances**.

The applicant is also requested to provide:

1. Details of the anticipated number, frequency, type and maximum size of demolition and construction vehicles;
2. A construction vehicle routing plan.
3. A construction logistics/site layout plan showing loading/unloading areas, vehicle turning and manoeuvring, material storage, site compound, contractor/visitor parking, and wheel-washing facilities; and
4. Details of the anticipated workforce and associated on-site contractor/visitor parking provision.

The Local Highway Authority therefore recommends that the highway-related requirements are not discharged at this stage. The CEMP should be amended and the additional information identified above submitted for further review by the LHA.

Emma Avis (MCIHT) - Planner County Highways (Development Management) - Planning Services

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