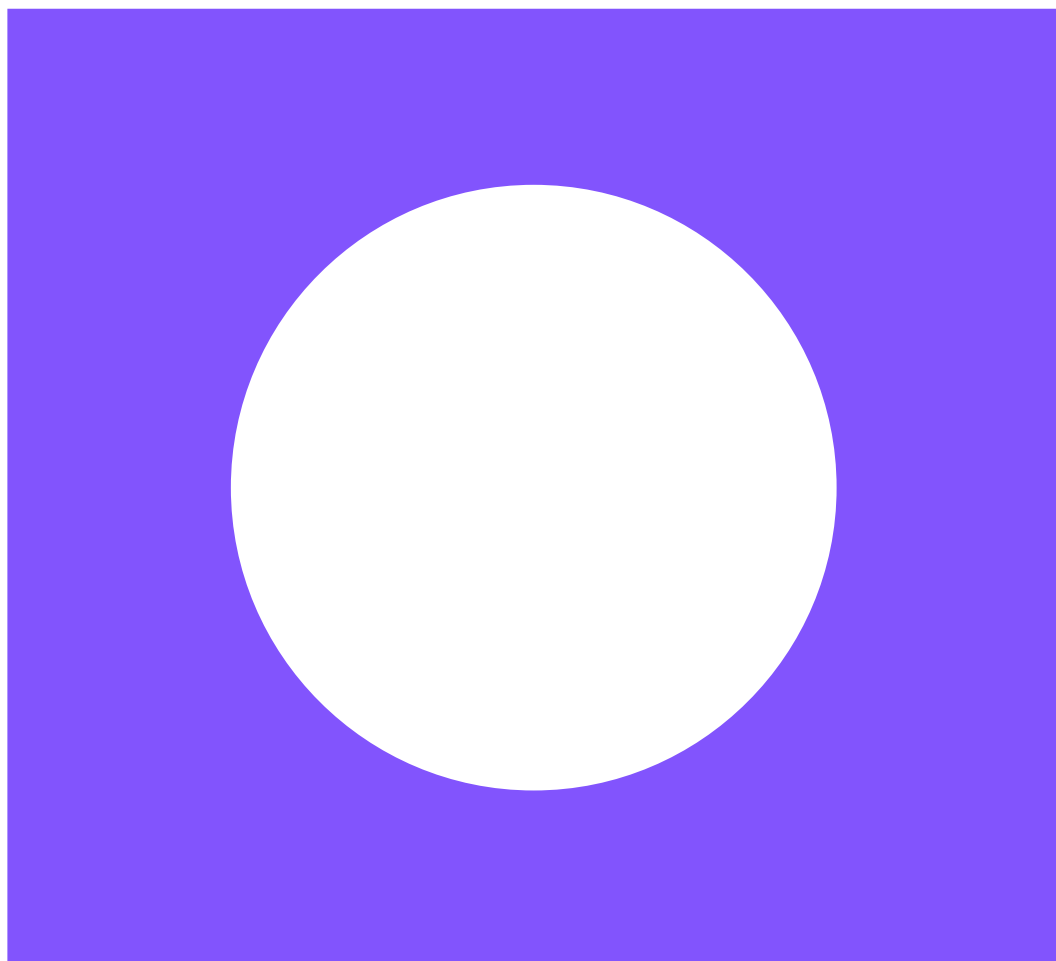




# **Queen Victoria Hospital Community Diagnostic Centre (CDC)**

Transport Statement

January 2025

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# **Queen Victoria Hospital Community Diagnostic Centre (CDC)**

## **Transport Statement**

January 2025

# Issue and Revision Record

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# 1 Introduction

Mott MacDonald has been appointed by Queen Victoria Hospital NHS Foundation Trust to prepare a Transport Statement (TS) to accompany the planning application for the proposed development of a Community Diagnostic Centre (CDC) at Queen Victoria Hospital (QVH) in East Grinstead, West Sussex.

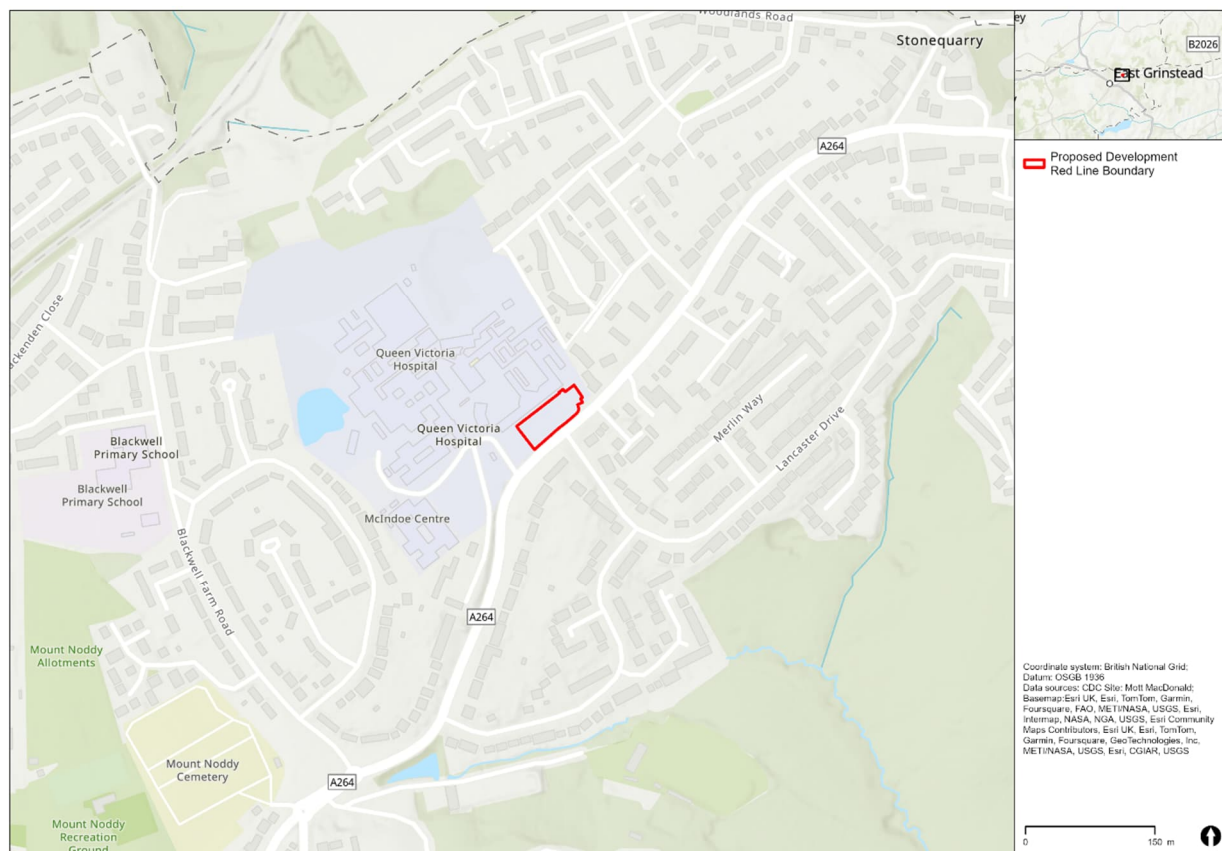
QVH NHS Foundation Trust wish to expand their range of community and primary care services, including the ownership and operation of CDCs. These centres will provide integrated diagnostics services closer to home for patients. The QVH CDC will be a hub site and will provide a focus on improving access and addressing health inequalities for all, across the Integrated Care System (ICS).

## 1.1 Site Location

The proposed QVH CDC (referred as the 'Proposed Development' in the remainder of this TS) will be located at the existing QVH site, on land to the south of the Jubilee Building that is currently utilised as a publicly accessible grass seating/garden area. The land is bound by the Jubilee Building to the north-west, an existing QVH parking area to the north-east, the A264 Holtye Road to the south-east, and the main QVH access road to the south-west.

The application site is illustrated in Figure 1-1.

**Figure 1-1: Proposed Development Site**



QVH CDC Transport | Site location Figure | 15 Jan 2025

## 1.2 Proposed Development

The Proposed Development will be a single storey structure with a Gross Internal Area (GIA) of 743sqm, comprising of CDC diagnostics and treatment facilities, ancillary facilities and associated access. The CDC is intended to support the existing diagnostics and treatment facilities at QVH. It will provide five generic treatment rooms, a Lung Function Test Room, an Ultrasound room, a Dexa Scanner Room, an Ophthalmology Diagnostic Room and double Phlebotomy suite. These functions are supported by clinical support facilities and staff support spaces, as well as patient waiting facilities.

The CDC hub site will provide integrated diagnostics services for patients and will provide a focus on improving access and addressing health inequalities for all, across the ICS. This model of care will enhance overall patient experience ensuring patients waiting times are significantly reduced.

Upon completion of the Proposed Development, the QVH CDC will:

- Reduce health inequalities;
- Identify trends on cancellations and 'Did Not Attend' (DNAs) and develop focussed action plans to remedy;
- Increase the number of service provision sites in local settings;
- Provide extended access through 7-day services with evening opening;
- Provide a standalone one stop shop diagnostic centre;
- Improve patient experience;
- Provide integrated Multidisciplinary Teams (MDTs) approach for faster diagnosis;
- Provide remote reporting enabling improved reporting turnaround time;
- Reduced unwarranted clinical variation through standardised protocols;
- Enable rapid recruitment of high demand staff positions;
- Develop a single image sharing platform across region;
- A single point of referral to improve access for primary care and other referrers; and
- Enhance clinical decision making.

## 1.3 Report Structure

The contents of the report have been subject to scoping discussions with West Sussex County Council, the local highway authority. Following this introductory section, the TS is structured as follows:

- Section 2 provides the policy context of the Proposed Development, considered against national, regional and local transport requirements;
- Section 3 identifies the context for the Proposed Development by all modes of transport and includes a review of reported collisions in the area around the site;
- Section 4 sets out more details on the Proposed Development, including its intended use, access, parking arrangements and potential activity;
- Section 5 sets out the Outline Staff Travel Plan for the Proposed Development; and
- Section 6 provides a summary and conclusions of the TS.

## 2 Planning Policy

### 2.1 Overview

A review has been undertaken of the context of the development proposals with regard to national, regional, and local transport policy guidance. The following policy documents have been reviewed, with further detail provided under the relevant subheadings:

- National Planning Policy Framework (2024)
- National Planning Practice Guidance (2014)
- Transport for the South East Transport Strategy (2020)
- Transport for the South East Strategic Investment Plan (2023)
- West Sussex Transport Plan 2022-2036 (2022)
- West Sussex County Council Guidance on Parking at New Developments (2020)
- West Sussex Walking and Cycling Strategy 2016-2026 (2016)
- Draft West Sussex Active Travel Strategy 2023 to 2036
- Mid Sussex District Plan 2014 to 2031
- Mid Sussex District Plan 2021 to 2039 (Draft)
- Mid Sussex Local Cycling and Walking Infrastructure Plan (2023)
- East Grinstead Neighbourhood Plan (2016)

### 2.2 National Planning Policy Context

#### 2.2.1 National Planning Policy Framework (December 2024)

The National Planning Policy Framework (NPPF) was first published in March 2012 and most recently updated in December 2024 by the Ministry of Housing, Communities & Local Government. NPPF sets out national policy that local authorities should have regard to in preparing development plans and more generally as a material consideration in making decisions on planning applications under the Town and Country Planning Act 1990.

Paragraph 109 states that when assessing sites for development, transport issues should be considered from the earliest stages of plan-making and development proposals, using a vision-led approach to identify transport solutions that deliver well-designed, sustainable and popular places. This should involve:

- a) “making transport considerations an important part of early engagement with local communities;*
- b) ensuring patterns of movement, streets, parking and other transport considerations are integral to the design of schemes, and contribute to making high quality places;*
- c) understanding and addressing the potential impacts of development on transport networks;*
- d) realising opportunities from existing or proposed transport infrastructure, and changing transport technology and usage – for example in relation to the scale, location or density of development that can be accommodated;*
- e) identifying and pursuing opportunities to promote walking, cycling and public transport use; and,*

- f) *identifying, assessing and taking into account the environmental impacts of traffic and transport infrastructure – including appropriate opportunities for avoiding and mitigating any adverse effects, and for net environmental gains.”*

When assessing sites that may be allocated for development, paragraph 115 states that it should be ensured that:

- a) *“sustainable transport modes are prioritised taking account of the vision for the site, the type of development and its location;*
- b) *safe and suitable access to the site can be achieved for all users;*
- c) *the design of streets, parking areas, other transport elements and the content of associated standards reflects current national guidance, including the National Design Guide and the National Model Design Code; and*
- d) *any significant impacts from the development on the transport network (in terms of capacity and congestion), or on highway safety, can be cost effectively mitigated to an acceptable degree through a vision-led approach.”*

The NPPF states in paragraph 116 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.”*

Paragraph 117 identifies that applications for development should:

- a) *“give priority first to pedestrian and cycle movements, both within the scheme and with neighbouring areas; and second – so far as possible – to facilitating access to high quality public transport, with layouts that maximise the catchment area for bus or other public transport services, and appropriate facilities that encourage public transport use;*
- b) *address the needs of people with disabilities and reduced mobility in relation to all modes of transport;*
- c) *create places that are safe, secure and attractive – which minimise the scope for conflicts between pedestrians, cyclists and vehicles, avoid unnecessary street clutter, and respond to local character and design standards;*
- d) *allow for the efficient delivery of goods, and access by service and emergency vehicles; and*
- e) *be designed to enable charging of plug-in and other ultra-low emission vehicles in safe, accessible and convenient locations.”*

NPPF 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.”*

## **2.2.2 National Planning Practice Guidance (March 2014)**

National Planning Practice Guidance (NPPG) supports the NPPF by providing principles on how it should be applied across different planning processes and functions. NPPG has been developed for Travel Plans, Transport Assessments and Statements.

Paragraph 2 states that *“Travel Plans, Transport Assessments and Statements are all ways of assessing and mitigating the negative transport impacts of development in order to promote sustainable development. They are required for all developments which generate significant amounts of movements.”*

Paragraph 4 states that *“Transport Assessments and Statements are ways of assessing the potential transport impacts of developments (and they may propose mitigation measures to*

*promote sustainable development. Where that mitigation relates to matters that can be addressed by management measures, the mitigation may inform the preparation of Travel Plans).*"

Paragraph 7 states that Travel Plans, Transport Assessments and Statements should be:

- *"proportionate to the size and scope of the proposed development to which they relate and build on existing information wherever possible;*
- *established at the earliest practicable possible stage of a development proposal;*
- *be tailored to particular local circumstances (other locally-determined factors and information beyond those which are set out in this guidance may need to be considered in these studies provided there is robust evidence for doing so locally);*
- *be brought forward through collaborative ongoing working between the local planning authority/transport authority, transport operators, rail network operators, Highways Agency where there may be implications for the strategic road network and other relevant bodies. Engaging communities and local businesses in Travel Plans, Transport Assessments and Statements can be beneficial in positively supporting higher levels of walking and cycling (which in turn can encourage greater social inclusion, community cohesion and healthier communities)."*

Paragraph 14 outlines key issues to consider at the start of preparing a Transport Assessment or Statement, which may include:

- *"the planning context of the development proposal;*
- *appropriate study parameters (i.e. area, scope and duration of study);*
- *assessment of public transport capacity, walking/cycling capacity and road network capacity;*
- *road trip generation and trip distribution methodologies and/ or assumptions about the development proposal;*
- *measures to promote sustainable travel;*
- *safety implications of development; and*
- *mitigation measures (where applicable) – including scope and implementation strategy."*

## 2.3 Regional Planning Policy Context

### 2.3.1 Transport for the South East Transport Strategy (2020)

Transport for the South East (TfSE) is a sub-national transport body for the South East of England which brings together 16 local transport authorities, five local enterprise partnerships, 46 district and borough authorities and a range of wider stakeholders from the transport, business and the environmental sectors.

The TfSE Transport Strategy outlines a shared vision for the South East, which is as follows:

*"By 2050, the South East of England will be a leading global region for net-zero carbon, sustainable economic growth where integrated transport, digital and energy networks have delivered a step change in connectivity and environmental quality."*

*"A high-quality, reliable, safe and accessible transport network will offer seamless door-to-door journeys enabling our businesses to compete and trade more effectively in the global marketplace and giving our residents and visitors the highest quality of life."*

The strategy expands this vision into three strategic goals that represent the three core pillars of sustainable development – economy, environment and society – and it then describes the priorities and initiatives that will help achieve its vision. This will help guide future policy

development and investment decisions set out in the TfSE Strategic Investment Plan in the short, medium, and long term.

### 2.3.2 TfSE Strategic Investment Plan (2023)

The TfSE Strategic Investment Plan was published in March 2023 and provides a framework for investment in strategic transport infrastructure, services and regulatory interventions across the South East of England in the coming three decades. It is supported by the TfSE Delivery Action Plan, which identifies the interventions on which progress will likely be made in the next three years. The Proposed Development falls within the 'London to Sussex Coast' area of the Strategic Investment Plan. Of the infrastructure improvements which have been identified for the East Grinstead area, L11 – A264 Corridor Rural Bus Service Enhancements has the potential to directly benefit the Proposed Development by improving bus services which operate by the hospital.

### 2.3.3 West Sussex Transport Plan 2022-2036 (2022)

The West Sussex Transport Plan (WSTP) is West Sussex County Council's (WSCC) main policy on transport and supports delivery of the Council Plan and its priorities. The WSTP sets out how WSCC intends to address key challenges by improving, maintaining and managing the transport network in the period up to 2036. The Plan was adopted in 2022.

The WSTP also provides a basis on which the County Council will engage in the planning system, including commenting on draft local plans and planning applications. Although the WSTP sits alongside local plans and it can be material consideration in planning decisions, it is not part of the statutory development plan and it does not replace the policies in local plans such as the Mid-Sussex Local Plan that will be used to determine planning applications.

The vision for the WSTP is as follows:

*"A West Sussex transport network in 2036 that works for communities in the Coastal West Sussex, Gatwick Diamond and Rural West Sussex economic areas by helping to address the spatial economic challenges of the County, level up the coastal economy and provide access to employment and services countywide.*

*"The transport network will be on a pathway to achieve net zero carbon emissions by 2050 through more local living, increased use of electric vehicles and reduced use of fossil-fuels. It will also be safer, more efficient and resilient overall with more walking, cycling and use of public or shared transport and less congestion on major routes that connect West Sussex towns with Gatwick Airport, London and nearby cities.*

*The transport network will connect communities and allow residents to live healthy lifestyles with good access to the West Sussex coast and the protected South Downs, High Weald and Chichester Harbour.*

*Active travel modes, public or shared transport will be attractive options in built up areas and between towns, and rural communities will have access to the services they need.*

*Transport impacts such as air pollution, noise and rat-running on adjacent communities and the environment will be minimised to protect a quality of life that reflects the characteristics of the County."*

The plan's vision and environmental, social, economic and transport objectives will be delivered through five thematic strategies. These will be developed over the plan period. The thematic strategies are as follows:

- Active Travel Strategy

- Shared Transport Strategy
- Rail Strategy
- Access to Gatwick Airport Strategy
- Road Network Strategy

At a more localised level, the objectives of the WSTP will be delivered through five area transport strategies. The plan area which the Proposed Development falls into is Mid Sussex. The main elements of the strategy in the Mid Sussex area are as follows:

- *“Improve the performance of the A22, A23, A264, A272 and A2300;*
- *Facilitate provision of on-street electric vehicle charging infrastructure, initially in East Grinstead, Lindfield, Ardingly and Balcombe followed by other areas;*
- *Prioritise active travel modes in the towns as development takes place;*
- *Deliver improvements largely within existing highway land to provide bus priority where possible and viable including priority at signal-controlled junctions;*
- *Use on-street parking and traffic management techniques to manage demand, particularly in Burgess Hill, East Grinstead and Haywards Heath; and*
- *Use behavioural initiatives to tackle inappropriate speed and use of unsuitable rural routes.”*

#### **2.3.4 West Sussex Walking and Cycling Strategy 2016-2026**

The West Sussex Walking and Cycling Strategy (WCS) sets out WSCC's aims and objectives for walking and cycling together with priorities for investment in infrastructure improvements. The purpose of the document is as follows:

- To clearly state WSCC's aims and objectives for cycling and walking between 2016 and 2026;
- To determine the Council's priorities for funding reflecting the overall walking and cycling aspirations of the Council;
- To provide guidance in support of prioritising cycling and walking infrastructure in new development;
- To provide a framework through which local interest and community groups can make suggestions for the development of cycling and walking improvements; and
- To support interested parties in securing additional funding where available.

Appendix 1 of the West Sussex WCS sets out a list of potential cycling schemes outlined by stakeholders. It should be noted that all schemes listed are subject to funding and feasibility work. The following schemes fall within the East Grinstead area close to the Proposed Development:

- NCN21 Continuity at East Grinstead Station (346) - Provide continuous priority across Grosvenor Road, upgrade bridge to full width for cycling, and replace steps with ramp

#### **2.3.5 West Sussex Active Travel Strategy 2024-2036**

The West Sussex Active Travel Strategy sets out WSCC's vision for active travel in the county and the approach to identifying, prioritising and delivering walking, wheeling and cycling improvement. The strategy directly supports the policy objectives of the West Sussex Transport Plan 2022-2036.

The vision for the West Sussex Active Travel Strategy is as follows:

*“Our network will be characterised by high-quality active travel infrastructure, focused on connecting people with places and activities via safe, direct, attractive, and coherent routes.*

*People across the county will be informed and aware of their options for walking and cycling locally. Active travel will be increasingly commonplace for everyday journeys, delivering greater economic prosperity, improved quality of life for all those who live and work within the county, and supporting our pathway to net zero carbon."*

To achieve this vision, the following supporting objectives are outlined:

- *"Support the decarbonisation of our transport network*
- *Reduce the need to travel by motorised vehicle*
- *Boost physical and mental health and wellbeing through access to active travel routes across the county*
- *Support future economic prosperity and vibrant local communities"*

The West Sussex Local Cycling and Walking Infrastructure Plan (LCWIP), described in Section 2.3.6, is a companion document to the West Sussex Active Travel Strategy 2024-2036.

### **2.3.6 West Sussex Local Cycling and Walking Infrastructure Plan (LCWIP)**

The West Sussex LCWIP is a companion document to the West Active Travel Strategy 2024-2036, with a related vision and objectives to improve active travel in the county. The LCWIP intends to do the following:

- *"Plan for cycling and walking using evidence and data on existing and future potential demand*
- *Target investment where it can have the greatest impact*
- *Identify cycling and walking infrastructure improvements in readiness for funding bids and*
- *Plan cycling and walking networks which meet core design outcomes, meeting the need of users."*

The routes contained within the West Sussex LCWIP and the district and borough LCWIPs will help determine future priorities for active travel in West Sussex and which schemes are included in future delivery programmes.

### **2.3.7 West Sussex County Council Guidance on Parking at New Developments (2020)**

This guidance note outlines WSCC's approach to parking at new developments (both residential and non-residential). It should be used to help determine the level of parking at new developments and provides the basis for WSCC's advice to the Local Planning Authorities (LPAs) in West Sussex on planning applications and the soundness of policies relating to parking at new developments.

The Proposed Development falls under the 'E Commercial, Business and Service – Non-residential institutions (medical or health services, crèches, day nurseries and centres)' category within the guidance note. For both car parking and cycle parking requirements, the guidance states that minimum parking requirements should be determined through a site-specific assessment based on travel plan and needs.

Disabled persons parking spaces should be provided at a minimum of 5% of the total number of parking spaces being provided on the site. For sites with no or low parking provision due to site constraints, justification of exclusion of disabled person parking places should be clearly set out in planning applications.

The guidance notes that active electric vehicle charge points should be provided for 20% of parking spaces with ducting provided for remaining spaces to allow for potential upgrading in the future.

## 2.4 Local Planning Policy Context

### 2.4.1 Mid Sussex District Plan 2014 to 2031

The Mid Sussex District Plan was adopted in March 2018, and is the current adopted local plan for the Mid Sussex area, which includes East Grinstead. The Plan sets out a vision for how Mid Sussex wants to evolve and a delivery strategy for how that will be achieved. It supports the National Planning Policy Framework's 'presumption in favour of sustainable development'. As such, it sets out broad guidance on the distribution and quality of development in the form of 'higher level' strategic policies. It also provides the framework for all subsequent planning documents, including Neighbourhood Plans such as those in East Grinstead (see section 2.4.4).

A new Mid Sussex District Plan is currently in development and was submitted for Examination in July 2024, with Stage 1 hearings undertaken in October 2024 (see Section 2.4.2).

Policy DP21 (Transport) states that development will be required to support the objectives of the West Sussex Transport Plan 2011- 2026. To meet these objectives, decisions on development proposals will take account of whether:

- *"The scheme is sustainably located to minimise the need for travel noting there might be circumstances where development needs to be located in the countryside, such as rural economic uses;*
- *Appropriate opportunities to facilitate and promote the increased use of alternative means of transport to the private car, such as the provision of, and access to, safe and convenient routes for walking, cycling and public transport, including suitable facilities for secure and safe cycle parking, have been fully explored and taken up;*
- *The scheme is designed to adoptable standards, or other standards as agreed by the Local Planning Authority, including road widths and size of garages;*
- *The scheme provides adequate car parking for the proposed development taking into account the accessibility of the development, the type, mix and use of the development and the availability and opportunities for public transport; and with the relevant Neighbourhood Plan where applicable;*
- *Development which generates significant amounts of movement is supported by a Transport Assessment/ Statement and a Travel Plan that is effective and demonstrably deliverable including setting out how schemes will be funded;*
- *The scheme provides appropriate mitigation to support new development on the local and strategic road network, including the transport network outside of the district, secured where necessary through appropriate legal agreements;*
- *The scheme avoids severe additional traffic congestion, individually or cumulatively, taking account of any proposed mitigation;*
- *The scheme protects the safety of road users and pedestrians; and*
- *The scheme does not harm the special qualities of the South Downs National Park or the High Weald Area of Outstanding Natural Beauty through its transport impacts."*

### 2.4.2 Draft Mid Sussex District Plan 2021 to 2039

Mid Sussex District Council is currently in the process of reviewing and updating the current Mid Sussex District Plan (2014 to 2031). The new District Plan (2021 to 2039), currently in draft, will replace the current adopted District Plan. The new District Plan (2021 to 2039) was published for Regulation 19 consultation between January and February 2024 and was submitted for Examination in July 2024, with Stage 1 hearings undertaken in October 2024. The current timetable indicates that the plan will be formally adopted in 2025.

The following policies within the draft District Plan are relevant to the Proposed Development. While referred to in this TS, it should be noted that the below policies are not yet adopted, with the Mid Sussex District Plan 2014 to 2031 being the current adopted Local Plan for the East Grinstead area.

Policy DPT1 (Placemaking and Connectivity) states that *“Development shall provide appropriate infrastructure to support the vision and objectives of the West Sussex Transport Plan 2022-2036 and meet the requirements of the NPPF”*.

To meet these objectives:

- *“Development that is likely to generate significant amounts of movement and/or have a significant impact on the transport network shall provide a Transport Assessment / Statement, Sustainable Transport Strategy and Travel Plan to identify appropriate mitigation and demonstrate how development will be accompanied by the necessary sustainable infrastructure to support it and to accord with the requirements of the NPPF.*
- *Demonstrate how all relevant sustainable travel interventions (for the relevant local network) will be maximised and taken into account in terms of their level of mitigation before considering physical highway infrastructure mitigation.*
- *Development shall integrate relevant requirements of Chapter 4 of the Mid Sussex Design Guide SPD and be designed to prioritise sustainable and active modes of travel, providing safe and convenient routes for walking and cycling through the development and linking with existing and enhanced networks beyond”*

Policy DPT3 (Active Travel) states that *“Development will be required to help remove barriers to active travel and create a healthy environment in which people chose to walk and wheel; facilitated by:*

- *Where appropriate, providing high quality, fit for purpose active travel infrastructure, within the development which links to existing networks and builds on the schemes identified in the Mid Sussex Local Cycling and Walking Infrastructure Plan (LCWIP).*
- *Providing appropriate levels of cycle parking facilities (taking account of WSCC Guidance on Parking at New Developments 2020 and subsequent iterations), well designed and laid out to be under cover, secure, conveniently located and easily accessible, close to the main entrance of the premises and in accordance with the guidance in the Mid Sussex Design Guide SPD.”*

Policy DPT4 (Parking and Electric Vehicle Charging Infrastructure) states that development will be required to *“Provide adequate and well-integrated car parking, taking account of the guidance in the Mid Sussex Design Guide SPD and the WSCC Guidance on Parking at New Developments (2020 and subsequent iterations) along with the accessibility of the site to services and sustainable travel infrastructure, and the type, mix and use of development.*

### **2.4.3 Mid Sussex Local Cycling and Walking Infrastructure Plan (LCWIP) (2023)**

The Mid-Sussex LCWIP sets out the strategic long-term approach to identifying cycling and walking improvements required at the local level over a period of 10 years. The LCWIP focuses on Burgess Hill, East Grinstead and Haywards Heath. The structure of the report provides a general overview of the LCWIP process and local policy context and is then structured around individual chapters for each LCWIP town.

The LCWIP report presents the following recommendations for improving cycling and walking in East Grinstead:

- There should be a focus on reconciling connectivity between the historic town centre and surrounding residential areas;
- Improving conditions for walking /wheeled /cycling trips on the existing town centre road gyratory;
- Upgrading the existing advisory cycle lanes on London Road (between Copthorne Road – St. James's Road) to protected cycle facilities;
- Enhancements of the Beeching Way for walking and cycling, with a focus on access to East Grinstead station and adjoining neighbourhood links; and
- A town-wide 20mph speed limit and supplementary traffic calming improvements including increased crossing provision (controlled and uncontrolled), centre line removal, and footway widening.

#### **2.4.4 East Grinstead Neighbourhood Plan (2016)**

The right for communities to prepare a Neighbourhood Plan was established through the Localism Act in 2011. The East Grinstead Neighbourhood Plan was adopted in 2016 and become part of the statutory Development Plan for the district of Mid Sussex. As such, it sits alongside higher order plans prepared by Mid Sussex District Council, including the District Plan. However, The Mid Sussex District Plan remains the overriding strategy for Mid Sussex and the East Grinstead Neighbourhood Plan must be in general conformity with the strategic objectives of District Plan.

Policy EG11 (Mitigating Highway Impact) sets out that development proposals *“should be supported by an appropriate assessment of the impact of the proposal on the highway network. Proposals which cause a severe cumulative impact in terms of road safety and increased congestion, which cannot be ameliorated through appropriate mitigation, will be refused.”*

Policy EG12 (Car Parking) sets out that *“planning permission will only be granted where vehicle-parking provision, including cycle parking, is in accordance with West Sussex County Council adopted parking standards and it does not dominate the street scene.”*

Policy SS6 (Queen Victoria Hospital) states that proposals for new and extended hospital facilities and general practitioners' services will be supported, including ancillary uses, subject to the *“Provision of adequate parking, drop off and pick up facilities, public transport infrastructure such as bus stops, taxi rank facility and travel plans for staff.”*

## 3 Existing Site Connectivity

### 3.1 Overview

The following section describes the existing transport networks that serve the Proposed Development site. This includes current walking and cycling infrastructure, public transport and the surrounding highway network. Also provided is an analysis of reported collisions that have occurred in the previous five-year period on highways close to the Proposed Development.

### 3.2 Pedestrian and Cycling Network

Primary pedestrian access to the existing QVH site is currently taken from the A264 Holtye Road. This road has footways of between 1.5m and 2.5m in width on both sides of the carriageway in the vicinity of the site. There is a signalised pedestrian crossing on Holtye Road approximately 30m east of the main QVH access junction (Main Gate). The access road into the site via the Main Gate has footways on either side which provides access to the Main Hospital Reception and connects to the internal network of footways and footpaths across QVH (see Figure 3-1). Gate 2 (located off Holtye Road at the south-east corner of the site) and Gate 3 (off Holtye Avenue to the north-east) are further access points to the hospital. Site observations indicated that while there were no dedicated pedestrian facilities at either Gate 2 or Gate 3, these gates are used by some pedestrians accessing the site and traffic flows are limited.

**Figure 3-1: QVH Main Gate**



Source: Mott MacDonald

Existing cycling infrastructure in the vicinity of the Proposed Development is limited, with no dedicated provision on the A264 Holtye Road. A shared-use path runs from the western boundary of the QVH site at Meridian Way to Elizabeth Crescent, following the route of an existing public right of way (PRoW), as shown in Figure 3-2. This path is paved and lit at night.

**Figure 3-2: Shared use path between QVH and Elizabeth Crescent, viewed from QVH**



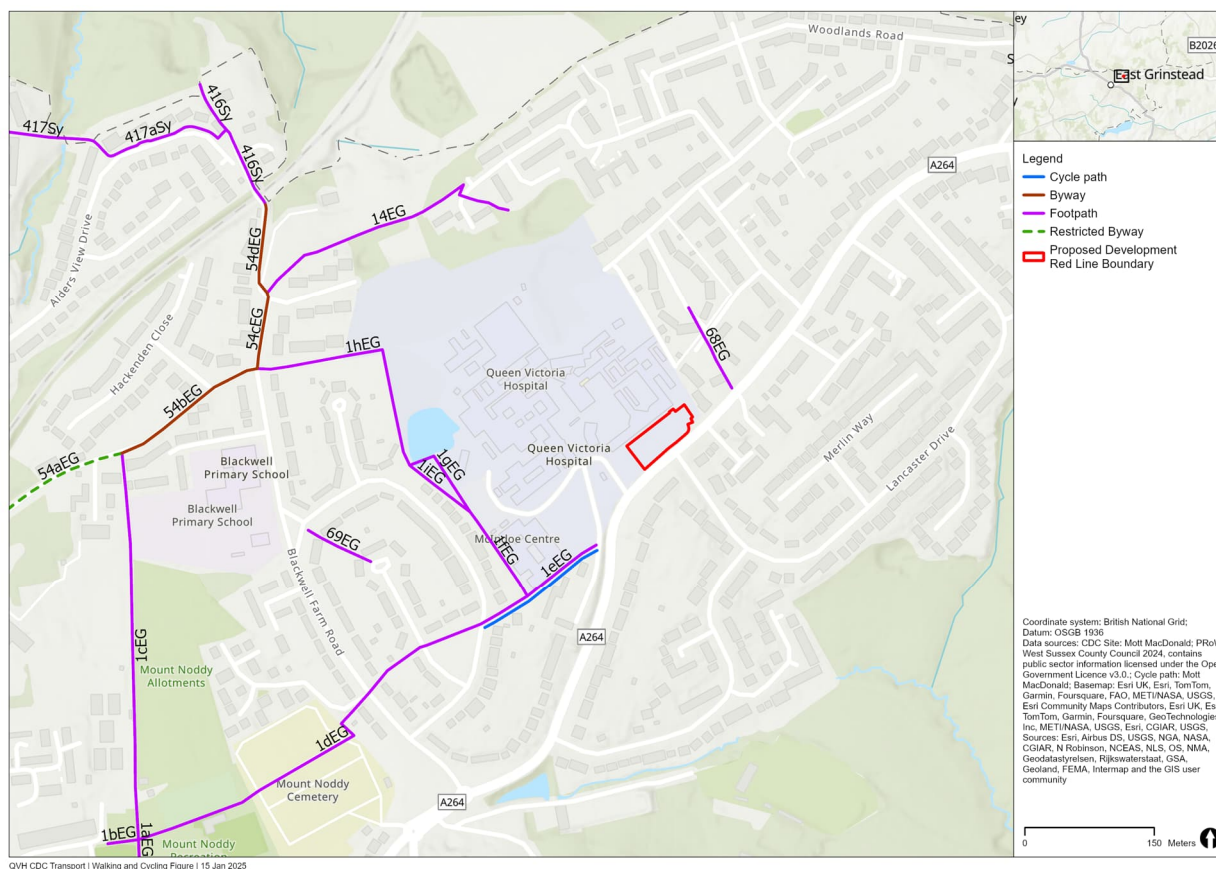
Source: Mott MacDonald

There are currently six PRowS located close to the Proposed Development:

- Footpath 68EG runs between Holtje Road and Copse Close via Quarry Rise. It is a short footpath approximately 100m in length.
- Footpath 1eEG runs from the A264 Holtje Road and Meridian Way. Between Meridian Way and Elizabeth Crescent, the footpath has been converted to a paved shared-use pedestrian and cycle path (see Figure 3-2). From Elizabeth Crescent, this PRow then travels between Greensted Avenue, Blackwell Farm Road, and Badgers Way, before passing through Mount Noddy Cemetery and Recreation Ground, and finishing at St Johns Road and Footpath 1aEG.
- Footpath 1fEG branches north off Footpath 1eEG approximately 100m west of Meridian Way. It runs along the western boundary of the QVH site, splitting into two paths (1gEG and 1iEG) for a short distance before reuniting to become footpath 1hEG. This path heads east at Oakfield Way before connecting with Byway 54bEG at Hackenden Lane. This footpath is narrow, unpaved and does not include lighting.
- Byway 54bEG provides a connection to footpath 14EG, which runs along northern boundary of the QVH site, between Hackenden Lane and the Weald. This PRow is paved and is lit at night with light columns.

An overview of PRow and cycling network close to the Proposed Development can be seen in Figure 3-3.

**Figure 3-3: PRow and cycling network near to the Proposed Development**



## 3.3 Public Transport Network

### 3.3.1 Bus Services

The closest bus stops to the Proposed Development are located on the A264 Holtye Road (Queen Victoria Hospital Stops). The northbound bus stop is located directly south of the Proposed Development and the southbound bus stop is located approximately 220m from the Proposed Development (see Figure 3-4). Both bus stops feature bus shelters, with the southbound bus stop also including real time bus information facilities. Bus services and frequencies from these stops are outlined in Table 3.1.

Figure 3-4: QVH northbound (left) and southbound (right) bus stops



Source: Mott MacDonald

Table 3.1: Bus services and frequencies from Queen Victoria Hospital bus stops

| Bus route        | Operator | From              | To                            | Two-way service frequency |
|------------------|----------|-------------------|-------------------------------|---------------------------|
| 281              | Metrobus | Lingfield Station | Crawley Bus Station           | 1 bus per hour            |
| 400              | Metrobus | Caterham          | East Grinstead (Stone Quarry) | 1 bus per hour            |
| 609 <sup>1</sup> | Metrobus | East Grinstead    | Oxted School                  | 2 buses per day           |

Source: Metrobus 2024

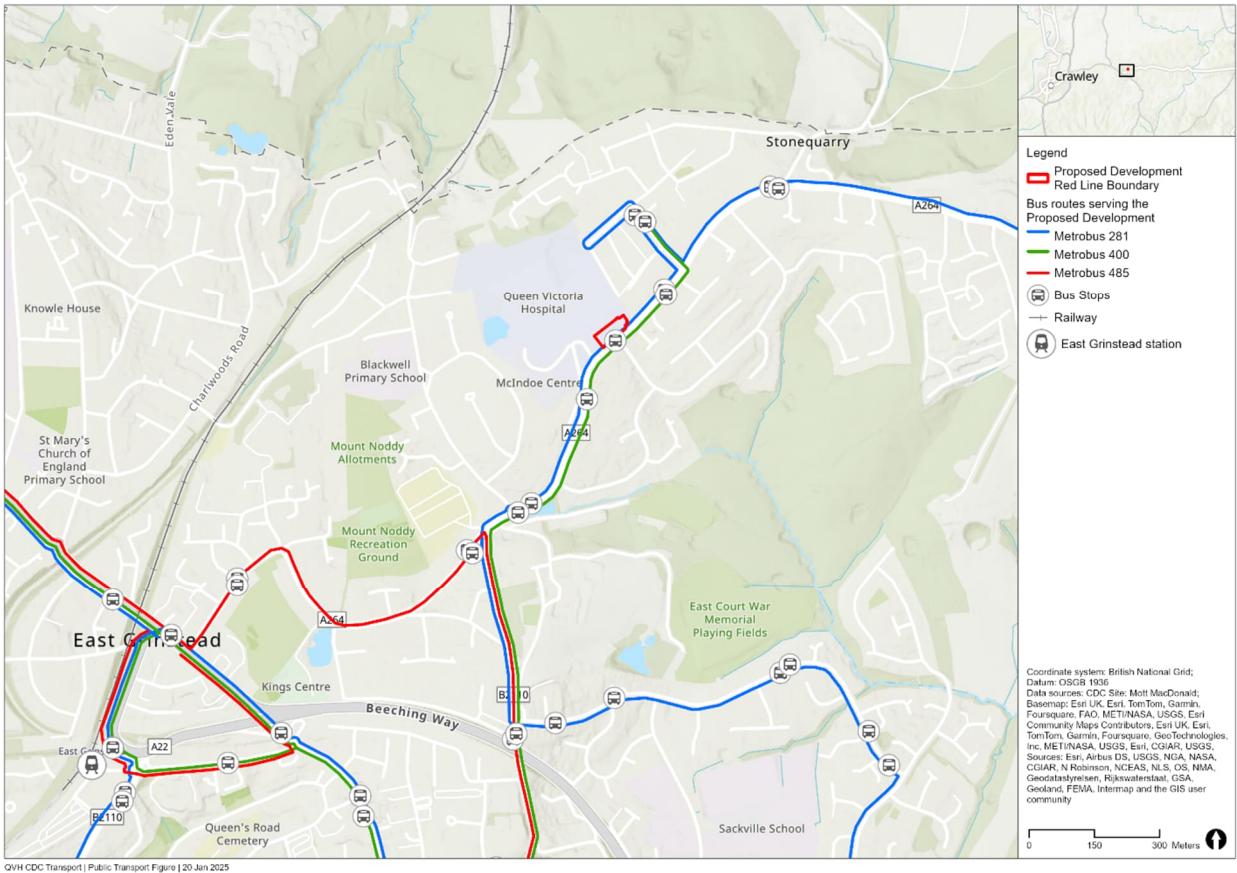
The 281 bus route provides connections to National Rail services from East Grinstead and Lingfield stations on the Oxted Line East Grinstead Branch, Three Bridges station on the Brighton Mainline and Crawley station on the Arun Valley Line. The 400 bus route also provides connections to National Rail services at Three Bridges and Crawley Stations, alongside onward connections to Gatwick Airport.

In addition to the bus routes accessed from the Queen Victoria Hospital bus stops, the 485 bus route can be accessed from the Blackwell Hollow bus stops, located 300m from the Proposed Development, a 4-minute walk, south along the A264 Holtye Road. This bus route has four services per day running between East Grinstead High Street and Snow Hill Garden Centre, and three services per day running between Snow Hill Garden Centre and East Grinstead High Street.

An overview of bus stops and routes near to the Proposed Development can be seen in Figure 3-5.

<sup>1</sup> This bus route is a school bus route operating on schooldays only. It is not for use by the general public and is therefore not included in Figure 3-5:

Figure 3-5: Bus stops and routes near to the Proposed Development



Source: Mott MacDonald, Metrobus

3.3.2 Rail Services

The closest station is East Grinstead station, approximately 1.6km from the Proposed Development. This can be reached by either an approximately 20-minute walk utilising Footpath 1eEG, a 9-minute cycle via the A264 Holtye Road, or by taking either the 281 or 400 bus routes from the Queen Victoria Hospital southbound bus stop. The location of East Grinstead station in relation to the Proposed Development can be seen in Figure 3-5: .

East Grinstead station is a terminus station located on Oxted Line East Grinstead Branch. The station has two platforms, with step free access provided to both. Additional passenger facilities include an accessible toilet, a ticket office, waiting rooms and cycle parking.

Table 3.2 outlines rail destinations and service frequencies currently operating out of East Grinstead station.

Table 3.2: Rail services and frequencies from East Grinstead station

| Rail service provider   | Destination     | Weekday peak trains per hour (tph) |
|-------------------------|-----------------|------------------------------------|
| Southern Rail           | London Victoria | 2                                  |
| Thameslink <sup>2</sup> | Bedford         | 2*                                 |

Source: Southern Rail (2024), Thameslink (2024).

<sup>2</sup> Thameslink services only operate in the peak hours (three services in the morning peak, and three services in the evening peak).

Both the services listed above call at East Croydon station, allowing passengers to change onto other rail services, including south London suburban rail services and services on the Brighton Mainline to Gatwick Airport and Brighton. Alternatively, passengers can change at Hurst Green to access southbound services on the Oxted line to destinations such as Crowborough and Uckfield.

### 3.4 Highway Network

There are currently three access points for vehicles to enter the QVH site:

- The Main Gate is accessed from the A264 Holtye Road and provides access to the main visitor car park as well as staff parking (see Figure 3-6).
- Gate 2 is accessed from the A264 Holtye Road and provides access to a small parking area including Blue Badge and drop-off bays located adjacent to the site of the Proposed Development (see Figure 3-7).
- Gate 3 is accessed from Holtye Avenue and provides access to further staff parking and for servicing vehicles (see Figure 3-8).

**Figure 3-6: QVH Main Gate, A264 Holtye Road**



Source: Mott MacDonald

**Figure 3-7: QVH Gate 2, A264 Holtye Road**



Source: Mott MacDonald

**Figure 3-8: QVH Gate 3, Holtye Avenue**



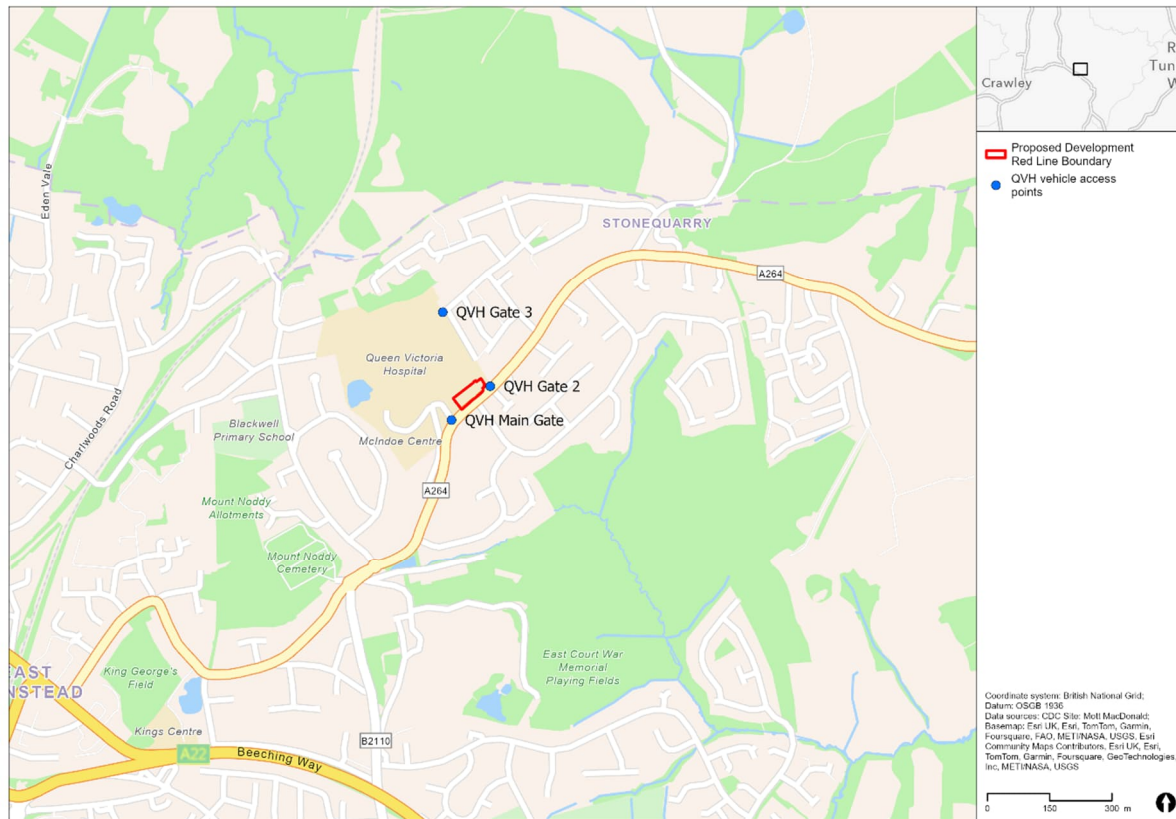
Source: Mott MacDonald

The A264 is a single carriageway road with a 30mph speed limit, reflecting the residential nature of the area surrounding the road as it passes the QVH site. It is the primary east-west route passing through East Grinstead and provides onward road connections to Tunbridge Wells in the east, and Crawley and Horsham to the west. To the east of Crawley, the A264 connects with the M23 motorway at junction 10, allowing for onward north south journeys to Brighton via the A23, and Gatwick Airport and south London to the north.

Within East Grinstead, the A264 also connects with the A22 London Road, which is the primary north south route through East Grinstead. The A22 road provides onward connections to London via Caterham to the north, and Eastbourne via Uckfield and Hailsham to the south.

An overview of the surrounding highway network can be seen in Figure 3-9.

**Figure 3-9: Highway network near to the Proposed Development**



### 3.5 Personal Injury Collision Analysis

Personal injury collision data has been sourced from Department for Transport (DfT) STATS19 collision data for roads near the site for the 5-year period from the start of January 2019 to the end of December 2023<sup>3</sup>. For the purpose of this analysis, collisions that occurred on the A264 between Quarry Rise and Blackwell Farm Road and Quarry Rise / Holtye Avenue leading to QVH Gate 3 have been reviewed.

For the purpose of this analysis, a Vulnerable Road User (VRU) is considered to be a pedestrian, cyclist, or a motorcyclist.

Between January 2019 and December 2023 there were 11 collisions on roads close to the Proposed Development, with a total of 13 casualties. Of these casualties, five were classed as serious and eight slight. No fatal collisions occurred in this time period. Details on all the collisions and casualties that occurred during the period analysed are outlined in Table 3.3.

<sup>3</sup> See DfT (2024) Mapping Application for Visualising Road Injury Casualties. Accessed from <https://dft.maps.arcgis.com/apps/dashboards/ea3b071df62a434aa21ed80a6214d690>.

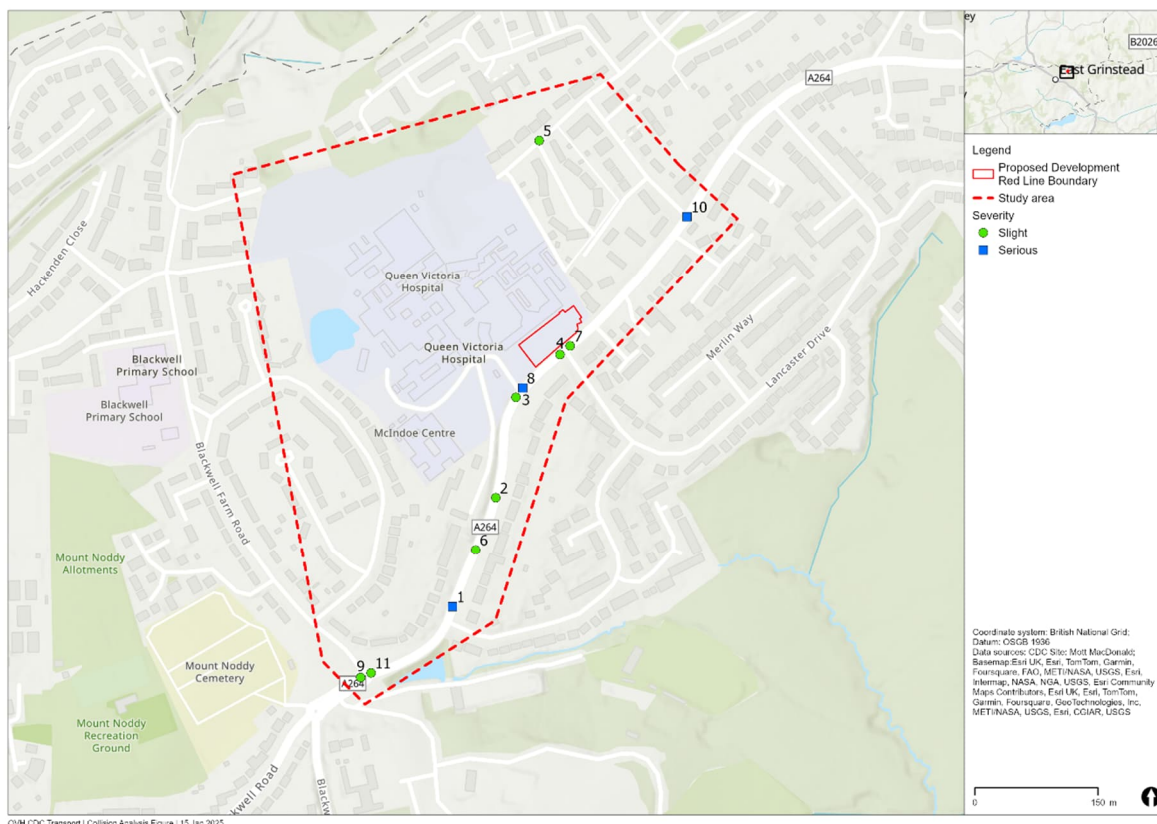
**Table 3.3: Collisions that have occurred near the Proposed Development between November 2019 and October 2024**

| Ref. | Location         | Date       | Time  | Severity | Involved VRU        | Number of serious casualties | Number of slight casualties |
|------|------------------|------------|-------|----------|---------------------|------------------------------|-----------------------------|
| 1    | A264 Holtye Road | 06/06/2020 | 15:30 | Serious  | Yes - Motorcyclist  | 1                            | 1                           |
| 2    | A264 Holtye Road | 06/06/2020 | 16:30 | Slight   | Yes - Motorcyclist  | 0                            | 1                           |
| 3    | A264 Holtye Road | 18/03/2021 | 06:58 | Slight   | No                  | 0                            | 1                           |
| 4    | A264 Holtye Road | 28/03/2021 | 17:18 | Slight   | Yes - Motorcyclist  | 0                            | 1                           |
| 5    | Holtye Avenue    | 19/04/2021 | 08:35 | Slight   | Yes - Pedestrian    | 0                            | 1                           |
| 6    | A264 Holtye Road | 11/06/2021 | 12:54 | Slight   | No                  | 0                            | 1                           |
| 7    | A264 Holtye Road | 29/06/2021 | 09:00 | Slight   | Yes - Motorcyclist  | 0                            | 1                           |
| 8    | A264 Holtye Road | 04/08/2021 | 10:50 | Serious  | No                  | 2                            | 0                           |
| 9    | A264 Holtye Road | 27/04/2023 | 10:20 | Slight   | Yes – Pedal cyclist | 0                            | 1                           |
| 10   | A264 Holtye Road | 30/05/2023 | 09:42 | Serious  | Yes - Motorcyclist  | 1                            | 0                           |
| 11   | A264 Holtye Road | 10/10/2023 | 19:00 | Slight   | Yes – Pedal cyclist | 0                            | 1                           |

Source: DfT STATS19

An overview of collisions occurring near to the Proposed Development can be seen in Figure 3-10.

**Figure 3-10: Collisions occurring near the Proposed Development between January 2019 and December 2023**



Source: DfT STATS19, Mott MacDonald

Table 3.3 and Figure 3-10 demonstrate that of the 11 collisions recorded, eight involved VRUs. Of these, five collisions (two serious and three slight) involved a motorcyclist, two collisions (both slight) involved pedal cyclists and one collision (slight) involved a pedestrian. While a large proportion of the reported collisions have involved VRUs, the overall number of collisions is considered to be low and is not focussed on any particular location, with a maximum of two accidents occurring at any junction / link over the five year period. The collision analysis therefore does not indicate a significant ongoing road safety issue on highways around the Proposed Development.

## 4 Proposed Development

### 4.1 Overview

The following chapter provides an overview of the development proposals and an assessment of potential transport impacts from anticipated patient, staff and servicing trips to and from the Proposed Development.

### 4.2 Existing Site

The Proposed Development will be located at the QVH site in East Grinstead, West Sussex. QVH is a specialist NHS hospital providing life-changing reconstructive surgery, burns care and rehabilitation services for people who have been damaged or disfigured through accidents or disease. A number of the services that will be provided at the CDC are already provided across the existing QVH site.

The Proposed Development will be located at the existing QVH site, on land to the South of the Jubilee Building that is currently utilised as a publicly accessible grass seating/garden area. The land is bound by the Jubilee Building to the north-west, an existing QVH parking area to the north-east, the A264 Holtye Road to the south-east and the main QVH access road to the south-west. There is a footpath alongside the eastern side of the Jubilee Building, linking the car park accessed from Gate 2 to the main QVH access road (see Figure 4-1).

**Figure 4-1: Existing footpath along eastern side of Jubilee building at QVH.**



Source: Mott MacDonald

The wider QVH site has 459 marked car parking bays in total. This includes dedicated disabled, electric vehicle charging, drop-off and reserved “specialist” parking bays (e.g. for General Practitioners (GPs)). Visitor parking is concentrated in a ‘pay and display’ car park in the south-west corner of the site, accessed via the Main Gate, with staff parking dispersed in a number of different areas across the hospital. The car parking area immediately adjacent to the proposed

CDC, accessed via Gate 2, has a total of 21 bays, including two disabled, two drop-off (with a maximum 20 minute wait time) and two community transport parking bays. It is understood this parking area is predominately used for drop-offs, short-duration visits and by contractors.

Visitor car parking has charges that operate from Monday to Friday between 8am and 6pm<sup>4</sup>. The cost is £1 per hour for the first 3 hours, and £4 for a 3-10 hour stay. Disabled drivers (displaying a valid blue badge) and motorcycles park for free. There are no parking charges at weekends or bank holidays. Staff car parking operates on a permit system, with a staff parking permit costing £24 per year.

Site observations indicate that the visitor car parking is subject to significant pressure resulting in inappropriate parking taking place both within the visitor car park and anecdotally within staff areas. It was also noted that the staff car parking areas are also heavily in demand, with evidence of some staff parking outside of marked bays in some areas. This was particularly noticeable in the staff car park at the north-eastern part of the site, accessed via Gate 3, with the inefficient nature of the current layout meaning cars utilised spaces which are not currently marked for car parking.

Cycle parking is provided across the QVH site, with a combination of covered cycle shelters and secure “Byke Bins”. Examples of these cycle parking facilities can be seen in Figure 4-2 below.

**Figure 4-2: Sheltered cycle parking (left) and “Byke Bins” (right) at QVH**



Source: Mott MacDonald

Servicing and deliveries are centralised, with a dedicated zone located to the northern extent of the site, with vehicular access via Gate 3. This area includes waste storage and collection facilities, with waste bins from relevant buildings / departments pulled by a tug vehicle to and from this storage area.

### 4.3 Proposed Development

The Proposed Development will be a single storey structure located on land at the existing QVH site to the south of the Jubilee Building. The proposed CDC will consist of the following:

- Clinical facilities, including consultation / examination / treatment and imaging and diagnostic rooms;
- Reception, office, waiting area and circulation spaces;
- Staff support facilities, including rest areas and office space;
- Facilities management (FM) facilities; and

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<sup>4</sup> See Queen Victoria Hospital NHS Trust (2025) Visiting Us. Available at: <https://www.qvh.nhs.uk/visiting-us/>.

- Plant room equipment.

A plan showing the Proposed Development is provided in Figure 4-3.

**Figure 4-3: Proposed QVH CDC**



Source: Adapted from MM Figure 100120806-MM-A1-EG-GA-AR-0304 P02

The Proposed Development will be open between 7am and 7pm for appointments and will operate seven days a week. Further details on the number of staff working at the proposed CDC at any one time and the number of patients visiting the facilities for appointments is provided in Section 4.4.

#### 4.3.1 Access Proposals for Non-motorised Users

The public entrance to the new CDC building will be located on the north-eastern frontage, with a sloped path (1:21 gradient) provided for accessible access. It is proposed to provide a new dedicated pedestrian access from the A264 Holtye Road to the Proposed Development. This access will be located just to the west of Gate 2 and mean that staff and patients who walk to the CDC or get public transport are not required to use Gate 2. A short ramp designed in accordance with Approved Document M will be provided to negotiate the level difference between the Holtye Road footway and the site.

The existing pedestrian route alongside the Jubilee Building adjacent to the Proposed Development will be retained, providing access between the CDC and the wider QVH site, including the main parking areas. This pedestrian route is proposed to be upgraded as part of a separate works package within the following financial year. Following discussions with the Trust, it is understood that this works package will include consideration of resurfacing the path, widening and installation of pedestrian protection / barriers alongside the slope down to the gardens in front of the Jubilee Building. Appropriate signage will be provided to help direct patients from other parts of the QVH site to the CDC, while clear guidance on the location of the CDC will be provided within patients' appointment letters.

#### 4.3.2 Vehicular Access Proposals

No new vehicle accesses are proposed for the Proposed Development, with vehicles trips associated with the CDC anticipated to use the Main Entrance (for patient and staff parking),

### 4.3.3 Car Parking

- A dedicated area for ambulance pick-up / drop-off
- One drop-off bay
- Two blue badge bays
- One standard bay

**Figure 4-4: Revised Gate 2 Car Park Layout**

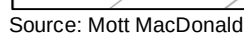
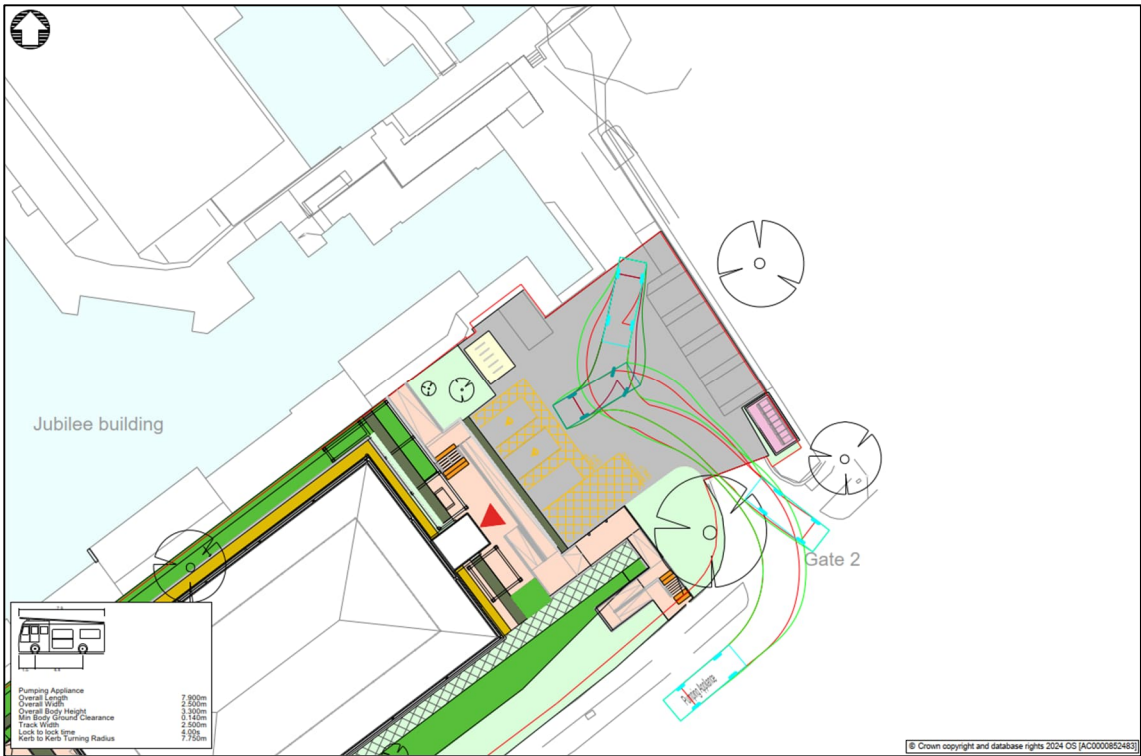
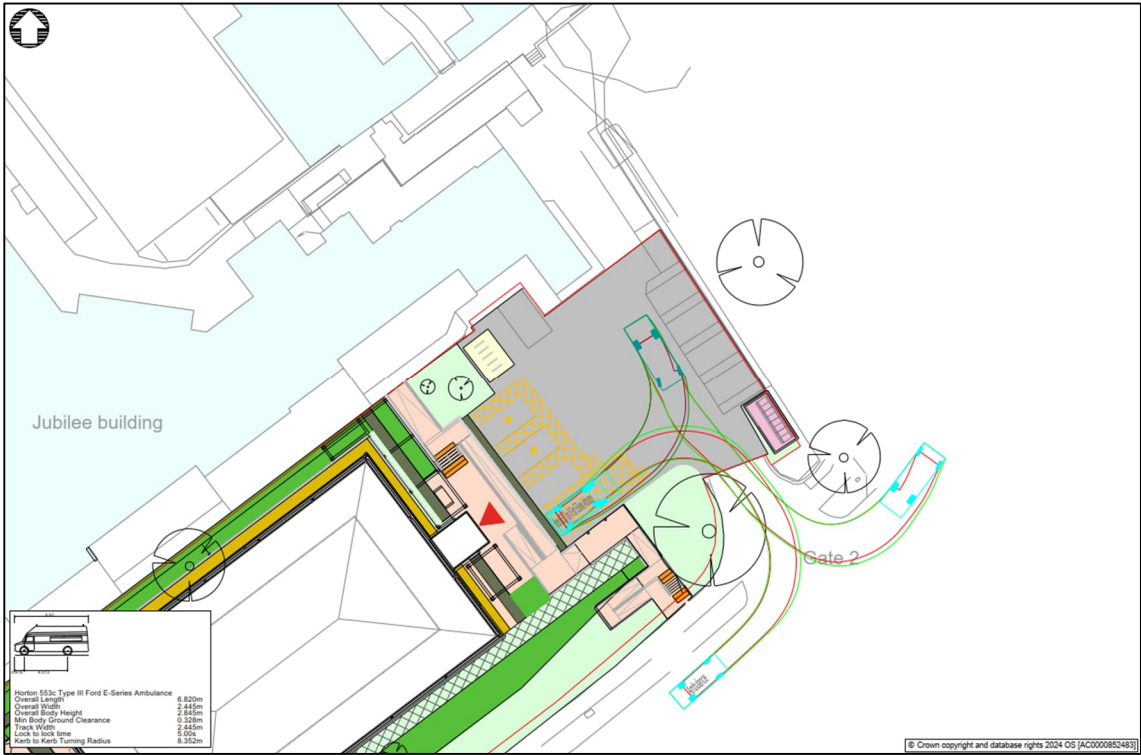


Figure 4-5: Fire Tender Swept Path Analysis



Source: Mott MacDonald

Figure 4-6: Ambulance Swept Path Analysis



Source: Mott MacDonald

As part of a separate works package, the QVH NHS Trust has undertaken a review of parking allocation across the campus and, noting the current visitor parking pressures, has identified the

potential for parking for 24 cars to be made available for visitor use within the staff car park adjacent to the northern and western wings of the Jubilee Building, with the displaced staff car parking to be provided on the site of a disused tennis court behind the Jubilee Building. While not dedicated parking for the proposed CDC, this parking would be conveniently located for the CDC, with relevant wayfinding signage to be provided between the CDC and all main parking areas at the hospital. The additional car park would also help to mitigate any loss of car parking within the Gate 2 car parking area during the construction of the CDC and associated with the reconfigured layout.

Blue badge visitor parking and drop-off activity associated with the CDC will be catered for within the reconfigured parking area to the east of the CDC, with wayfinding signage and parking instructions to be provided to visitors within their appointment letters. Staff would be expected to utilise car parking within existing staff areas including the additional parking on the disused tennis court.

In parallel, the Trust is developing a masterplan for the wider QVH site which will include consideration of parking matters and development of a car parking strategy for the wider hospital, which would include allowance for any additional parking demand associated with the proposed CDC.

The parking strategy will consider:

- Existing parking demand and parking activity;
- The reconfiguration of car parking across QVH to reflect the emerging masterplan and ensure areas are legible, suitably demarcated and minimise the need for extended driving around the campus looking for space;
- Include appropriate provision of ambulance, drop-off, staff and visitor spaces, as well as electric vehicle charging and car sharing bays;
- Opportunities for utilising off-site car parking through partnership with other land owners whose parking demand falls at different times to the hospital; and
- Appropriate forecasting of potential future demand for parking, noting changing working and clinical care patterns within the NHS. This should take account of measures to encourage a reduction in vehicle demand at peak times, including the development of a QVH Travel Plan and review of staff parking policy and general parking enforcement.

#### **4.3.4 Cycle Parking**

A total of 10 cycle parking spaces will be provided for the Proposed Development. This provision will in the form of five Sheffield stands in a covered shelter within the existing car park to the north-east of the Proposed Development.

West Sussex County Council Guidance on Parking at New Developments (2020) states that cycle parking requirements for the non-residential institutions should be determined through a site-specific assessment based on travel plan and needs. As indicated in Section 4.4, cycling demand for the Proposed Development is expected to be low and the proposed level of cycle parking provision is considered sufficient to meet the future cycling demand associated with the Proposed Development.

#### **4.3.5 Servicing**

Servicing for the Proposed Development will be managed and undertaken through existing servicing facilities at the QVH site. Servicing vehicles will utilise the existing service yard accessed from Gate 3 on Holt Avenue, in the north-east corner of the QVH site. A dedicated waste storage area for the CDC is proposed adjacent to the Gate 2 car park, with waste then transferred to the main waste collection area accessed via Gate 3 by the tug vehicle. The level

of additional deliveries associated with the Proposed Development is anticipated to be limited and will be timed to minimise any additional peak hour vehicle movements.

4.4 Site Activity

4.4.1 Patient Travel

Information about the expected patient numbers by appointment type, appointment durations, room requirements and proposed operating days/hours for the Proposed Development has been provided by QVH NHS Foundation Trust. Based on this information, it is expected that the Proposed Development will accommodate approximately 13 appointments per hour, representing a peak of approximately 26 two-way patient trips per hour. While this does not directly include demand associated with the facilities contained within the existing imaging unit at QVH (which includes x-ray, ultrasound, CT and RMI scanners), this is still considered to represent a robust forecast of potential additional visitor activity given the potential for patients to have appointments for multiple tests on the same day and / or currently undertaking tests at QVH.

To understand expected patient trips by mode, a short travel behaviour questionnaire was carried out on patients utilising the existing CDC related facilities at the imaging department at QVH over a two-week period in September 2024. In total, 38 responses were received, with the results of the survey outlined in Table 4.1.

Table 4.1: Results from visitor travel survey undertaken at QVH East Grinstead

| Mode                              | Approximate mode share |
|-----------------------------------|------------------------|
| Private vehicle - parked on site  | 66%                    |
| Private vehicle - parked off site | 13%                    |
| Private vehicle - passenger       | 8%                     |
| Walk                              | 8%                     |
| Taxi                              | 0%                     |
| Public Transport                  | 5%                     |
| Cycling                           | 0%                     |

Source: QVH NHS Foundation Trust

The mode shares outlined in Table 4.1 have been applied to the expected number of patients per hour to understand hourly patient trips by mode, with private vehicles parked on site / off site combined into a single category. This is set out in Table 4.2.

Table 4.2: Expected hourly two-way patient trips by mode

| Mode                        | Trips in | Trips Out | Total Trips |
|-----------------------------|----------|-----------|-------------|
| Private vehicle             | 10       | 10        | 20          |
| Private vehicle - passenger | 1        | 1         | 2           |
| Walk                        | 1        | 1         | 2           |
| Taxi                        | 0        | 0         | 0           |
| Public Transport            | 1        | 1         | 2           |
| Cycling                     | 0        | 0         | 0           |
| Total                       | 13       | 13        | 26          |

Source: QVH NHS Foundation Trust and Mott MacDonald

Based on the above results, it is anticipated that 79% of patients will arrive and depart by car. This equates to approximately 20 car driver movements per hour.

#### 4.4.2 Staff Travel

It is currently anticipated that there will be 21 staff associated with the CDC at any one time. Information on the number of staff in each role expected to be on site at any one time has been provided by QVH NHS Foundation Trust and is set out in Table 4.3. As with the patient appointments, it is anticipated that there will be a degree of double-counting in these numbers, with some of the roles allocated to staff already employed at QVH.

**Table 4.3: Estimated number of staff on site at the Proposed Development**

| Staff type   | Staff numbers on site |
|--------------|-----------------------|
| Clinical     | 15                    |
| Clerical     | 6                     |
| <b>Total</b> | <b>21</b>             |

Source: QVH NHS Foundation Trust

For expected staff movements, Census data on method used to travel to work by workplace population has been used to determine staff mode shares. For the 2021 Census, this data is only available at MSOA level, with the two relevant zones for the QVH site also covering a large proportion of East Grinstead. For the 2011 Census, this data is available at a more detailed Work Zone level. Therefore, a factor has been derived from the 2011 Census data, considering the relationship between the relevant workplace and MSOA zones, and applied to the 2021 Census MSOA zone data to determine potential staff mode shares for the Proposed Development. Based on this, the expected staff mode shares for the Proposed Development is set out in Table 4.4.

**Table 4.4: Identified Staff Mode Shares for the Proposed Development**

| Method of travel to work             | Mode share |
|--------------------------------------|------------|
| Underground, metro, light rail, tram | 0.0%       |
| Train                                | 2.5%       |
| Bus, minibus or coach                | 0.2%       |
| Taxi                                 | 0.3%       |
| Motorcycle, scooter or moped         | 0.4%       |
| Driving a car or van                 | 79.8%      |
| Passenger in a car or van            | 7.1%       |
| Bicycle                              | 0.3%       |
| On foot                              | 6.9%       |

Source: ONS (2011, 2021)

The mode shares outlined in Table 4.4 have been applied to the staff numbers outlined in Table 4.3 to provide an expected hourly staff trips by mode, assuming a worst case that all staff arrivals take place in a single hour in the morning and all staff departures take place in a single hour in the evening. The resultant staff trip generation forecasts are set out in Table 4.5.

**Table 4.5: Hourly staff trips by mode**

| Mode                        | Number of staff |
|-----------------------------|-----------------|
| Walking                     | 2               |
| Train                       | 1               |
| Cycling                     | 0               |
| Bus                         | 0               |
| Private vehicle             | 17              |
| Private vehicle – passenger | 2               |

Source: Mott MacDonald

Based on this information, it is estimated that staff at the Proposed Development will generate 17 car driver movements in an hour. Given the proposed hours of operation (0700-1900) it is anticipated that staff movements during the traditional peak hours will be minimal.

## 4.5 Assessment of Potential Transport Impacts

Based on the expected number of staff and patient / visitor trips, the Proposed Development is forecast to generate up to 37 vehicle movements per hour. This includes 17 staff vehicle movements and 20 visitor vehicle movements. Some of these will be trips associated with services and staff that are already provided / working at the QVH site (i.e. not new trips on the network). In the traditional highway peak hours, it is anticipated that staff activity will be limited with activity more focused on patient movements (10 vehicle movements in and 10 vehicle movements out). This low level of activity is not expected to result in any material impacts on the surrounding road network, with traffic dispersed across a number of routes beyond the site.

As set out in Section 4.3.3, the car parking on the disused tennis court will be expected to help to offset some of the additional parking demand associated with the CDC. The Trust is also committed to the development of a car parking strategy for the wider hospital, which would include allowance for any additional parking demand associated with the proposed CDC.

Measures to increase the number of staff using sustainable modes have been outlined within an Outline Staff Travel Plan (OSTP) for the Proposed Development, set out in Section 5 of this report.

## 5 Outline Staff Travel Plan

In addition to a Transport Statement, Queen Victoria Hospital (QVH) NHS Foundation Trust has commissioned Mott MacDonald to produce an Outline Staff Travel Plan for the Proposed CDC.

### 5.1 Travel Plan Context

This Outline Staff Travel Plan is produced in support of both QVH NHS Foundation Trust policy and the wider NHS policy including 'Greener NHS' and 'How to produce a Green Plan: A three-year strategy towards net zero'.

The Health and Care Act 2022 places new duties on NHS England and all trusts, foundation trusts and integrated care boards to contribute towards statutory emissions and environmental targets, including the UK net zero emissions target of 2050. In support of this, the Greener NHS policy document<sup>5</sup> sets out a strategy of reaching net zero by 2040 for the emissions the NHS controls directly, and net zero by 2045 for the emissions the NHS has the ability to influence. To enable this, all NHS trusts will be required to have a green travel plan as part of their annual planning and reporting. In addition, 'How to produce a Green Plan: A three-year strategy towards net zero' outlines, as per 'Delivering a net zero National Health Service', that NHS Trusts should develop a green travel plan to support active travel and public transport for staff, patients, and visitors<sup>6</sup>.

Within the QVH NHS Foundation Trust Green Plan 2022<sup>7</sup>, the journeys work stream sets out how the Trust will ensure that *"the transport and travel that links our care and our communities is low cost, low carbon and conducive to good health and wellbeing"*. To support this, the trust will aim to:

- *"Eliminate non-essential travel"*
- *Increase the uptake of healthier active travel choices*
- *Ensure that all remaining travel uses the most resource-effective methods and follows the travel mode hierarchy" (see Figure 5-1)*

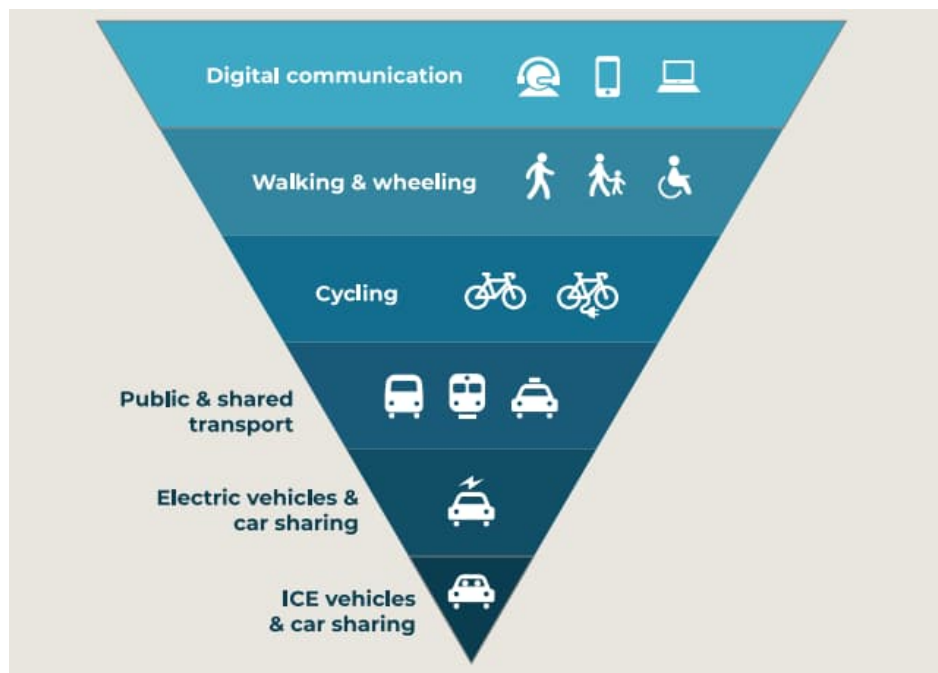
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<sup>5</sup> See NHS (2022) delivering a 'Net Zero' National Health Service'. Available at: <https://www.england.nhs.uk/patientsafety/wp-content/uploads/sites/51/2022/07/B1728-delivering-a-net-zero-nhs-july-2022.pdf>.

<sup>6</sup> See NHS (2021) How to produce a green plan: A three year strategy towards net zero. Available at: <https://www.england.nhs.uk/greenernhs/wp-content/uploads/sites/51/2021/06/B0507-how-to-produce-a-green-plan-three-year-strategy-towards-net-zero-june-2021.pdf>.

<sup>7</sup> See Queen Victoria Hospital NHS Trust (2022) Our Green Plan 2022. Available at: <https://www.qvh.nhs.uk/wp-content/uploads/2022/04/QVH-Green-Plan-Part-1.pdf>.

**Figure 5-1: QVH NHS Foundation Trust travel mode hierarchy**



Source: QVH NHS Foundation Trust

### 5.1.1 What is a Staff Travel Plan?

A Staff Travel Plan is a long-term management strategy that aims to reduce the number of private vehicle journeys by staff travelling to the Proposed Development, particularly single occupancy vehicles.

To achieve this, a Staff Travel Plan sets clear objectives and targets to reduce private vehicle journeys, supported by a package of infrastructure and promotional measures designed to improve access and encourage travel to the Proposed Development by more sustainable transport modes.

The following plan is an Outline Staff Travel Plan relevant to the Proposed Development. It is anticipated that the production of a full Staff Travel Plan may be secured via planning condition for production following the occupation of the CDC building. However, given the relative scale of movements associated with the CDC, it is considered more appropriate for the measures and principles set out to be incorporated into a wider QVH Travel Plan, to be developed in due course as part of a masterplan for the wider site.

### 5.1.2 Site and Accessibility Context

A detailed overview of the site and accessibility context can be found in Section 3 of the Transport Statement. Should a full Staff Travel Plan or a Travel Plan for the wider QVH site be produced, this section will be updated accordingly to reflect the site accessibility and connectivity at the time.

## 5.2 Travel Plan Objectives and Targets

### 5.2.1 Overview

A Travel Plan must have targets and objectives that are quantifiable and measurable over time as a means of assessing whether the initiatives implemented to influence travel behaviour amongst staff and visitors have been successful. They must be ambitious enough to provide the

QVH NHS Foundation Trust with the incentive to make every effort to encourage staff working at the Proposed Development to make sustainable travel choices yet be realistic and achievable.

### 5.2.2 Travel Plan Objectives

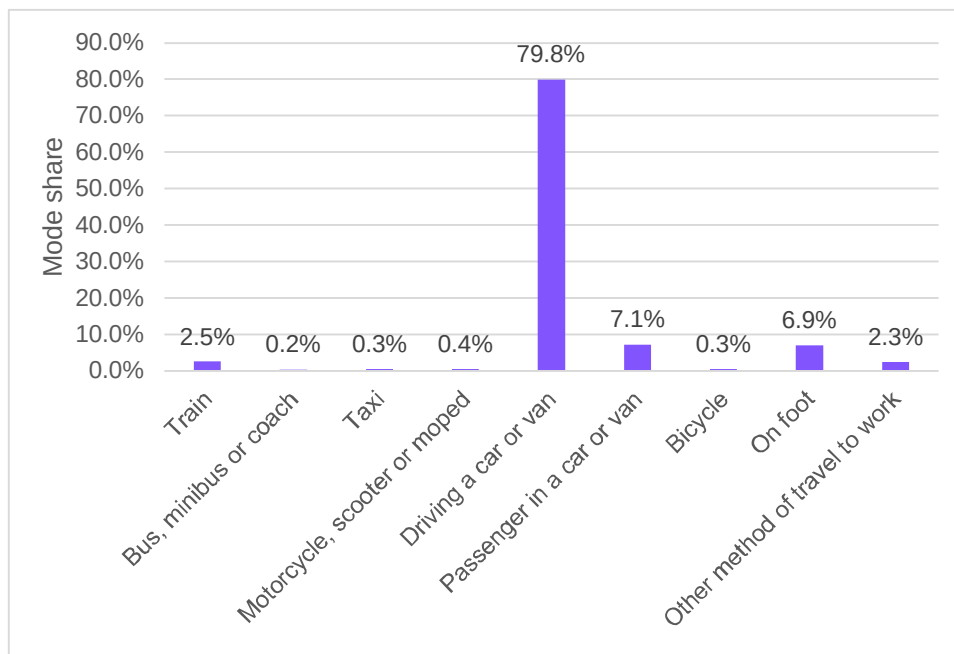
A set of key objectives, the aims and objectives of the Outline Staff Travel Plan for the Proposed Development are as follows:

1. Ensure access for all;
2. Ensure all staff are aware of their travel options;
3. Increase the health and wellbeing of staff working at the QVH CDC by promoting active travel modes such as walking and cycling;
4. Minimise the proportion of single occupancy private vehicle journeys to and from the QVH CDC;
5. Minimise the environmental impact of the QVH CDC by encouraging a greater use of sustainable transport modes; and
6. Offer an improved choice of travel options to all staff.

### 5.2.3 Expected Staff Travel Demand by Mode (Baseline)

As set out in Section 4 of the TS, expected staff mode shares for the Proposed Development have been based on a factor derived from the 2011 Census method of travel to work data applied to the 2021 Census method of travel to work data by MSOA. These mode shares are set out in Figure 5-2.

**Figure 5-2: Expected staff mode shares at the Proposed Development**



Source: ONS 2021, 2023

It is assumed that 21 staff will be working in the Proposed Development at any one time. This equates to 17 car driver movements in a single hour, which would be expected to take place outside the traditional highway peak hours, given the opening hours of the proposed CDC (0700-1900).

#### 5.2.4 Travel Plan Targets

The key method for monitoring the impact of the staff travel plan will be to survey the proportion of staff at the Proposed Development who travel by each transport mode, known as 'mode share', of staff travel.

Based on the expected baseline staff mode shares outlined in section 5.2.2, the main target for the Outline Staff Travel Plan is to:

- Reduce the staff mode share single occupancy vehicle use by 10% in the first 5 years of the travel plan period.

This overarching target is supported by the following targets:

- Increase the proportion of staff travelling to and from the Proposed development using active modes (walking and cycling); and
- Increase the proportion of staff using car sharing.

The measures to support the above targets are set out in Section 5.3. These initial targets will be reviewed as part of the full Staff Travel Plan, based on up-to-date information on the travel patterns of staff working at the site, including staff catchment areas, or as part of a wider Travel Plan for the whole QVH site.

### 5.3 Travel Plan Measures

To achieve the objectives and targets, a package of measures is required to create appropriate incentives for staff to use sustainable and active modes rather than single occupancy private vehicles. While targeted at staff, these measures are also likely to incentivise the use of sustainable modes of transport by patients and visitors.

The following physical measures are included in the design of the Proposed Development and will help support the objectives and targets for the Staff Travel Plan:

- Provision of appropriate disabled access including ramps and slopes provided in line with relevant guidance;
- Provision of disabled parking and drop-off space close to the main entrance to the proposed CDC;
- Provision of a new pedestrian access from Holtze Road, convenient for people walking or getting public transport to / from the site;
- A sheltered cycle parking area with 10 cycle parking spaces, including spaces suitable for non-standard bikes; and
- Showering and changing facilities for staff located within the CDC.

In addition to these, a series of potential travel plan measures are outlined in Table 5.1, including an indication of which travel plan objective they help support. An indication of potential timescales is also included, which broadly represent the following time bands:

- Short Term = 1-2 years of occupation
- Medium Term = 2-5 years
- Long Term = 5 years + (likely to be achieved beyond the life of the Travel Plan)

These are initial measures and the roll out of these will need to be considered in the context of wider hospital initiatives.

**Table 5.1: Outline Travel Plan measures for the Proposed Development**

| Measure                                                               | Method                                                                                                                                                                                                                                                                                                                           | Timescale | Ensure Accessibility for All | Ensure all staff are aware of their travel options | Increase walking and cycling | Reduce the mode share of private vehicle single occupancy journeys | Reduce the environmental impact of the QVH CDC | Offer an improved choice of travel options |
|-----------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|------------------------------|----------------------------------------------------|------------------------------|--------------------------------------------------------------------|------------------------------------------------|--------------------------------------------|
| <b>Walking and cycling</b>                                            |                                                                                                                                                                                                                                                                                                                                  |           |                              |                                                    |                              |                                                                    |                                                |                                            |
| Ensure appropriate access routes                                      | Provide appropriate ramps and slopes where required to ensure appropriate inclusive access is achieved. Provide a new pedestrian route from Holtye Road and Trust to improve footpath alongside Jubilee Building                                                                                                                 | Short     | ✓                            |                                                    | ✓                            | ✓                                                                  | ✓                                              | ✓                                          |
| Increase the number of covered cycle parking spaces.                  | Initial provision of 10 sheltered cycle parking spaces near entrance to CDC to allow staff / visitors to securely park their bicycles. Include spaces appropriate for non-standard bikes. Occupancy and demand of spaces to be reviewed annually during the travel plan period, and number of spaces to be increased if required | Short     | ✓                            |                                                    | ✓                            | ✓                                                                  | ✓                                              | ✓                                          |
| Provision of bike maintenance tools on-site                           | Provision of bike maintenance tools on site, including bike pumps, puncture repair kit, tools etc.                                                                                                                                                                                                                               | Short     |                              |                                                    | ✓                            | ✓                                                                  | ✓                                              | ✓                                          |
| Increase / enhance the provision of showering and changing facilities | Showering and changing facilities to be provided at CDC.                                                                                                                                                                                                                                                                         | Short     |                              |                                                    | ✓                            | ✓                                                                  | ✓                                              | ✓                                          |
| Provide staff bike maintenance sessions                               | Engage an external provider to undertake lunchtime bike maintenance sessions.                                                                                                                                                                                                                                                    | Medium    |                              | ✓                                                  | ✓                            | ✓                                                                  | ✓                                              | ✓                                          |

| Measure                                                                           | Method                                                                                                                                                                                                                              | Timescale | Ensure Accessibility for All | Ensure all staff are aware of their travel options | Increase walking and cycling | Reduce the mode share of private vehicle single occupancy journeys | Reduce the environmental impact of the QVH CDC | Offer an improved choice of travel options |
|-----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|------------------------------|----------------------------------------------------|------------------------------|--------------------------------------------------------------------|------------------------------------------------|--------------------------------------------|
| Wayfinding                                                                        | Trust to review signage and ensure appropriate wayfinding is provided to the CDC                                                                                                                                                    | Short     | ✓                            | ✓                                                  | ✓                            | ✓                                                                  | ✓                                              | ✓                                          |
| <b>Public Transport</b>                                                           |                                                                                                                                                                                                                                     |           |                              |                                                    |                              |                                                                    |                                                |                                            |
| Provide interest free loans for the purchase of annual bus or rail season tickets | Discuss with QVH NHS Foundation Trust the potential to provide season ticket loans                                                                                                                                                  | Short     |                              | ✓                                                  |                              | ✓                                                                  | ✓                                              | ✓                                          |
| Provide real time bus / train information screens within CDC                      | Provide real time bus information screens within staff welfare areas and reception of CDC so that staff and visitors are aware of real time public transport service patterns.                                                      | Medium    |                              | ✓                                                  |                              | ✓                                                                  | ✓                                              | ✓                                          |
| <b>Car sharing / provision</b>                                                    |                                                                                                                                                                                                                                     |           |                              |                                                    |                              |                                                                    |                                                |                                            |
| Appropriate car parking spaces                                                    | Provide appropriate disabled spaces and drop-off areas at the CDC.                                                                                                                                                                  |           | ✓                            |                                                    |                              |                                                                    |                                                |                                            |
| Promote car sharing scheme                                                        | Continue to promote the car sharing scheme and assist staff in finding a car share partner                                                                                                                                          | Short     |                              | ✓                                                  |                              | ✓                                                                  | ✓                                              | ✓                                          |
| Car sharing spaces                                                                | Some car sharing spaces already exist within the QVH car park adjacent to the Jubilee Building. Review usage and reserve further standard parking bays for car sharing only to provide an incentive for staff to car share to work. | Medium    |                              | ✓                                                  |                              | ✓                                                                  | ✓                                              |                                            |

| Measure                                               | Method                                                                                                                                                                                                                                     | Timescale | Ensure Accessibility for All | Ensure all staff are aware of their travel options | Increase walking and cycling | Reduce the mode share of private vehicle single occupancy journeys | Reduce the environmental impact of the QVH CDC | Offer an improved choice of travel options |
|-------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|------------------------------|----------------------------------------------------|------------------------------|--------------------------------------------------------------------|------------------------------------------------|--------------------------------------------|
| <b>Travel Plan promotion</b>                          |                                                                                                                                                                                                                                            |           |                              |                                                    |                              |                                                                    |                                                |                                            |
| Information sharing of sustainable transport options. | Circulate information to staff on journey planning, the most direct local public transport routes and the health and wellbeing benefits associated with sustainable journeys to work. This could be circulated via the NHS staff intranet. | Short     |                              | ✓                                                  | ✓                            | ✓                                                                  | ✓                                              | ✓                                          |
| Sustainable travel events                             | Hold and promote events for staff such as Bike Week, Car Free Days, or an activity / step challenge to support walking.                                                                                                                    | Short     |                              | ✓                                                  | ✓                            | ✓                                                                  | ✓                                              | ✓                                          |
| Establish a travel plan implementation group.         | Establish a travel plan implementation group amongst CDC staff members to discuss and deliver travel plan measures and come up with additional measures where necessary.                                                                   | Medium    |                              | ✓                                                  | ✓                            | ✓                                                                  | ✓                                              | ✓                                          |

A number of the measures outlined in Table 5.1 will also help to promote and encourage sustainable travel for patients and visitors to the Proposed Development. These include the provision of sheltered cycle parking spaces on-site, appropriate blue badge parking / drop-off areas and wayfinding. In addition, information on sustainable travel options and events could also be displayed in the public areas of the CDC, such as in the reception and waiting room. Visitors will be provided with information on travel options to the CDC within their appointment letters.

## 5.4 Travel Plan Administration and Monitoring

### 5.4.1 Travel Plan Administration

In order to implement the Staff Travel Plan it is recommended that a dedicated Travel Plan Coordinator (TPC) role is assigned to an appropriate staff member at the QVH. While not a full-time position, the TPC will be responsible for implementing the Staff Travel Plan. In line with the overarching Travel Plan, duties of the TPC include:

- Looking after the day-to-day operation of the plan;
- Keeping all relevant databases, information, and administration up to date;
- Liaising with appropriate partners;
- Leading on the delivery of the Travel Plan;
- Promoting the Travel Plan by explaining its purpose and opportunities;
- Promoting individual measures in the Travel Plan;
- Undertaking monitoring associated with the Travel Plan; and
- Reviewing the Travel Plan's effectiveness throughout the Travel Plan period.

It is also suggested that an appropriate budget be set for the implementation and maintenance of the Travel Plan.

### 5.4.2 Travel Plan Monitoring and Review

It is expected that the Travel Plan will be subject to ongoing review and informed by monitoring surveys of staff travel behaviour to be undertaken following occupation. Following an initial baseline survey, these would typically take place over a five-year monitoring period to gauge how the Travel Plan is performing against its targets. The monitoring and survey programme, and the subsequent update of the Travel Plan would need to be confirmed in the context of a potential QVH wide Travel Plan being developed.

In addition to travel surveys, monitoring will also be undertaken in relation to the travel plan measures, including reviewing usage of car sharing, cycle parking, and staff usage and satisfaction of shower and changing facilities.

### 5.4.3 Travel Plan Promotion

In addition to the promotion measures included in Table 5.1, it is recommended that promotion of the Staff Travel plan is undertaken through the following:

- Production and distribution of a Staff Travel Plan information leaflet;
- Production of a Staff Travel Plan newsletter every six months;
- Advertising of the Staff Travel Plan with posters in communal areas; and
- Providing information on the Staff Travel Plan to new employees through an Induction Pack.

## 6 Summary and Conclusions

This Transport Statement (TS) has been prepared on behalf of Queen Victoria Hospital (QVH) NHS Foundation Trust to accompany the planning application for a proposed Community Diagnostics Centre (CDC) (the 'Proposed Development'), located on land at the existing Queen Victoria Hospital, Holtye Road, East Grinstead, West Sussex, RH19 3DZ.

The site is currently a publicly accessible grass garden / seating area located directly to the south of the Jubilee Centre at QVH. The Proposed Development will see the construction of a new CDC facility providing integrated diagnostics services closer to home for patients. The new CDC will include clinical facilities, diagnostic facilities and associated staff support and ancillary facilities. A number of the services that will be provided at the new CDC are already provided across the existing QVH site.

The TS has been prepared in line with relevant national, regional, and local transport policies.

Primary pedestrian access to the existing QVH site is currently taken from the A264 Holtye Road. While cycling infrastructure in the vicinity of the Proposed Development is limited, a shared-use pedestrian / cycle path runs the western boundary of the QVH site at Meridian Way to Elizabeth Crescent, providing connections to residential areas to the west of the Proposed Development.

The site also has connections to the existing public transport network. The closest bus stops to the Proposed Development are on the A264 Holtye Road, with a northbound bus stop located directly south of the Proposed Development and a southbound bus stop located approximately 220m from the Proposed Development. Both stops provide access to two bus services providing onward connections to East Grinstead town centre, allowing for onward bus and rail journeys from East Grinstead station.

No new vehicular access is proposed as part of the Proposed Development. The car park adjacent to the Proposed Development, accessed via Gate 2, will be reorganised to better meet the needs of the new CDC, including space for ambulance pick-up and drop-off and relevant fire tender access. The reorganisation also provides additional pedestrian areas to tie into a proposed new pedestrian access from Holtye Road. Overall the Gate 2 car park will accommodate up to 12 vehicles (including the ambulance), reduced from the current 21 bays. Staff and patients / visitors who drive to the site will utilise this and other car parks at QVH, which are being reorganised and expanded as part of a separate, wider review of the hospital's parking.

Servicing for the Proposed Development will be managed and undertaken through existing servicing facilities accessed from Gate 3 on Holtye Avenue, in the north east corner of the QVH site. A dedicated waste storage area will be provided close to the CDC, with waste bins then transferred by a tug vehicle to the centralised waste collection point.

The expected trip demand for both staff and visitors has been assessed based on information provided by QVH Foundation Trust, patient surveys undertaken at the existing QVH site, and staff mode share data drawn from 2011 and 2021 Census Travel to Work data.

Based on the expected number of staff and patient / visitor trips, the Proposed Development is forecast to generate up to 37 vehicle movements per hour. This includes 17 staff vehicle movements and 20 visitor vehicle movements. Some of these will be trips associated with services and staff that are already provided / working at the QVH site (i.e. not new trips on the network). In the traditional highway peak hours, it is anticipated that staff activity will be limited

with activity more focused on patient movements (10 vehicle movements in and 10 vehicle movements out). This low level of activity is not expected to result in any material impacts on the surrounding road network, with traffic dispersed across a number of routes beyond the site.

In addition, measures included within the Outline Staff Travel Plan will further encourage mode shift from single occupancy private vehicles to sustainable travel modes, further reducing the number of vehicle trips to and from the Proposed Development.

The development proposals are therefore consistent with relevant national, West Sussex, and Mid Sussex and East Grinstead Neighbourhood transport policies and are not forecast to have a significant adverse impact on the local highway and transport network. As such, it is considered that there are no transport grounds for the refusal of planning permission.

