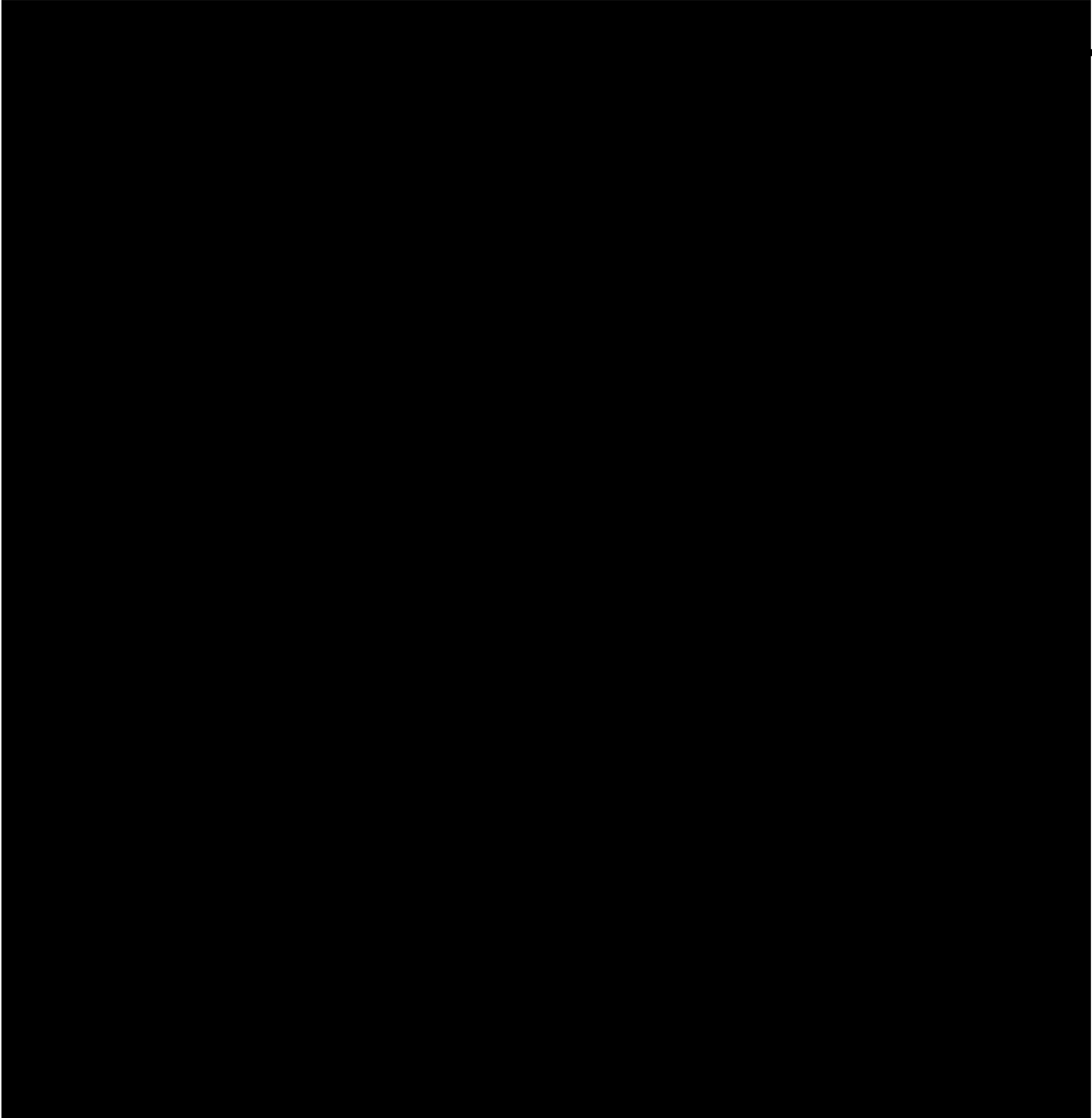




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**From:** Stephen Gee <[REDACTED]>  
**Sent:** 22 February 2022 15:35  
**To:** Anita Gardner <[Anita.Gardner@arun.gov.uk](mailto:Anita.Gardner@arun.gov.uk)>  
**Subject:** FW: F/19/21/PL Ford Prison, Ford - Update

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Anita,  
Following consideration of the additional information:

Maximum number of prisoners – It is confirmed that there is no planning condition on the maximum number of prisoners on site but levels are governed by other non planning means. Any future increases would be assessed on their own merits.

EV provision – To be secured via condition.

Cycle Parking – The applicant indicate the existing levels of cycle parking provision are more than sufficient for existing demands and could accommodate any increases in demand.

No objection is raised subject to the following S106 and conditions  
S106 or UU – Travel Plan and Travel Plan Auditing Fee of £1,500

#### Conditions

##### *Car parking space (details approved)*

No part of the development shall be first occupied until the car parking has been constructed in accordance with the approved site plan. These spaces shall thereafter be retained at all times for their designated purpose.

Reason: To provide car-parking space for the use

##### *EVC Parking Spaces*

No part of the development shall be first occupied until Electric Vehicle Charging spaces have been provided in accordance with plans and details submitted to and approved by the Local Planning Authority.

Reason: To provide EVC charging points to support the use of electric vehicles in accordance with national sustainable transport policies

##### *Construction Management Plan*

No development shall take place, including any works of demolition, until a Construction Management Plan has been submitted to and approved in writing by the Local Planning Authority. Thereafter the approved Plan shall be implemented and adhered to throughout the entire construction period. The Plan shall provide details as appropriate but not necessarily be restricted to the following matters,

- the anticipated number, frequency and types of vehicles used during construction,
- the method of access and routing of vehicles during construction,
- the parking of vehicles by site operatives and visitors,
- the loading and unloading of plant, materials and waste,
- the storage of plant and materials used in construction of the development,
- the erection and maintenance of security hoarding,
- the provision of wheel washing facilities and other works required to mitigate the impact of construction upon the public highway (including the provision of temporary Traffic Regulation Orders),
- details of public engagement both prior to and during construction works.

Reason: In the interests of highway safety and the amenities of the area.

Regards

Stephen

---

**From:** Anita Gardner <[Anita.Gardner@arun.gov.uk](mailto:Anita.Gardner@arun.gov.uk)>

**Sent:** 16 February 2022 14:02

**To:** Stephen Gee [REDACTED]

**Subject:** FW: F/19/21/PL Ford Prison, Ford - Update

Hi Stephen,

I have formally re-consulted highways with his additional information, but thought I would also send it directly to you for ease of reference.

Can any additional comments be provided within the next 2 weeks?

Thanks

Anita

**Anita Gardner**  
Principal Planner



T: 01903 737529  
E: [anita.gardner@arun.gov.uk](mailto:anita.gardner@arun.gov.uk)

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[www.arun.gov.uk](http://www.arun.gov.uk)

---

**From:** Katharine Morgan/GBR [REDACTED]  
**Sent:** 14 February 2022 10:17  
**To:** Anita Gardner <[Anita.Gardner@arun.gov.uk](mailto:Anita.Gardner@arun.gov.uk)>  
**Subject:** RE: F/19/21/PL Ford Prison, Ford - Update

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Hi Anita,

I hope you are well.

Please find attached a response in respect of the comments from WSCC Highways in respect to HMP Ford. In respect of the Drainage Officers response it is noted that there are some suggested pre-commencement conditions and we will review these in the context of the overall list of draft conditions.

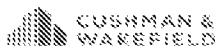
I'm not aware of any other outstanding issues, therefore I would be grateful if you could confirm a target date for the determination of the application (we would like to aim for 28th February 2022). I would also be grateful if you could send me a list of the draft conditions for the site.

Kind Regards

Katharine

Katharine Morgan MRTPI  
Associate | Planning | Development & Strategic Advisory

[REDACTED]  
Yorkshire & North East  
St Paul's House 23 Park Square South, Leeds, LS1 2ND



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**From:** Katharine Morgan/GBR  
**Sent:** 04 February 2022 09:57  
**To:** Anita Gardner <[Anita.Gardner@arun.gov.uk](mailto:Anita.Gardner@arun.gov.uk)>  
**Subject:** RE: F/19/21/PL Ford Prison, Ford - Update

Hi Anita,

That's great news.

By way of an update on other matters:

1. Drainage Officers Response – I am awaiting information from the drainage consultant in respect of the Drainage Hierarchy. I should have this shortly.
2. WSCC Highways Response – I am awaiting a response from our highways consultant on this but should receive it shortly. I can confirm that 16 EVA charging points will be provided in accordance with the Arun Parking Standards (i.e. 20% of the total).
3. Parks and Landscapes Response – suggested condition. You mentioned that this could be a ‘prior to work above the damp proof course condition’. This is considered to be acceptable.
4. Archaeology Response – note that the County Archaeologist has suggested a condition (likely to be a watching brief condition). This is fine in principle and I note that the draft conditions will be shared ahead of the decision being made.
5. An Arboricultural Impact Assessment including a full Tree Survey – is attached. This covers the whole site (rather than pockets of the site).
6. Ecology Response – In respect of the request for a LEMP we would suggest that this could be the subject of a condition. The below is a condition that we have agreed for a new houseblock at HMP Hatfield which was granted planning permission at committee on 1st February 2022.  
*Within 3 months of the commencement of development a Management Plan for the creation and management of the proposed onsite habitats shall be submitted to the Local Planning Authority for approval in writing. The Management Plan shall detail the following:*
  - An adaptive management plan for the site detailing the management measures to be carried out over the phased restoration of the site in order to achieve the target conditions proposed for each habitat parcel at the proposed development.*
  - Objectives relating to the timescales in which it is expected progress towards meeting target habitat conditions will be achieved.*
  - A commitment to adaptive management that allows a review of the management plan to be undertaken and changes implemented if agreed in writing by the LPA and if monitoring shows that progress towards target conditions is not progressing as set out in the agreed objectives.*
  - That monitoring reports shall be provided to the LPA on the 1st November of each year of monitoring (Years 1, 2, 3, 5, 10, 15, 20, 25 and 30)) immediately following habitat creation*
  - Data will be provided in an agreed standard format to allow for collation into a district-wide biodiversity network database.*
  - Once approved in writing the management measures and monitoring plans shall be carried out as agreed.*
7. EHO Response – the suggested conditions from the EHO are noted. As stated 16 EVA Charging points are proposed.

From the above it is clear that whilst there are a couple of issues still to be resolved, the application is progressing towards a decision. I note that the decision will be delegated and would be grateful if you could share a copy of the draft conditions once these are available. We are hoping for a decision by the end of February – would you say that is achievable (subject to the final issues being resolved)?.

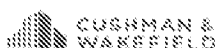
Kind Regards

Katharine

Katharine Morgan MRTPI  
Associate | Planning | Development & Strategic Advisory



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St Paul's House 23 Park Square South, Leeds, LS1 2ND



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**From:** Anita Gardner <[Anita.Gardner@arun.gov.uk](mailto:Anita.Gardner@arun.gov.uk)>

**Sent:** 25 January 2022 09:45

**To:** Katharine Morgan/C [REDACTED]

**Subject:** RE: F/19/21/PL Ford Prison, Ford

External Mail

Hi Katharine,

Yes it can. I haven't received any Member requests for it be determined at Committee to date. There could be a request from the Group Head of Planning, but that only usually happens when there are a lot of objections and there aren't that many representations.

Regards

Anita

**Anita Gardner**  
Principal Planner



**T:** 01903 737529

**E:** [anita.gardner@arun.gov.uk](mailto:anita.gardner@arun.gov.uk)

Arun District Council, Civic Centre, Maltravers Rd, Littlehampton, West Sussex, BN17 5LF  
[www.arun.gov.uk](http://www.arun.gov.uk)

---

**From:** Katharine Morgan/C [REDACTED]

**Sent:** 25 January 2022 09:39

**To:** Anita Gardner <[Anita.Gardner@arun.gov.uk](mailto:Anita.Gardner@arun.gov.uk)>

**Subject:** RE: F/19/21/PL Ford Prison, Ford

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Hi Anita,

Thanks for your comments. I will send through that condition. As Clymping Parish Council has withdrawn their objection can the application be determined under delegated powers?

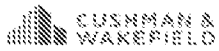
Kind Regards

Katharine

Katharine Morgan MRTPI  
Associate | Planning | Development & Strategic Advisory



Yorkshire & North East  
St Paul's House 23 Park Square South, Leeds, LS1 2ND



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**From:** Anita Gardner <[Anita.Gardner@arun.gov.uk](mailto:Anita.Gardner@arun.gov.uk)>

**Sent:** 25 January 2022 09:29

**To:** Katharine Morgan/

**Subject:** FW: F/19/21/PL Ford Prison, Ford

External Mail

Hi Katharine,

Thank you for the update.

Please see the comments from the PC received last week which are awaiting uploading onto the website.

I note your comments regarding the landscaping condition which we normally word as detailed to be 'No development above damp proof course (DPC) level shall take place until there has been submitted to, and approved by, the Local Planning Authority, a landscaping scheme....'.

Regarding the Landscape Environmental Management Plan (LEMP) please can you let me see the model condition for this (from a similar site in Doncaster) which would be helpful.

Regards

Anita

**Anita Gardner**  
Principal Planner



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**E:** [anita.gardner@arun.gov.uk](mailto:anita.gardner@arun.gov.uk)

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[www.arun.gov.uk](http://www.arun.gov.uk)

Good afternoon Anita,

Further to your email of 14<sup>th</sup> December in relation to planning application F/19/21/PL Ford Prison, Ford.

This item was discussed at Clymping Parish Council Full Council Meeting 18<sup>th</sup> January 2022 and Councillors agreed that all the concerns raised in our objection have now been addressed and we wish to retract our objection – Clymping Parish Council therefore has no objection to planning application F/19/21/PL Ford Prison, Ford.

Thank you

Clerk of Clymping Parish Council

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P21-2459TR/AJ/KS

11 February 2022

Stephen Gee  
West Sussex County Council  
Planning Services  
County Hall  
West Street  
Chichester  
PO19 1RQ

Dear Stephen

**F/19/21/PL - The construction of two houseblocks (two storeys) for 120 prisoners, extension to existing car park (80 spaces), proposed storage facilities & ancillary office space within secure perimeter fence at HMP Ford Category D Prison.**

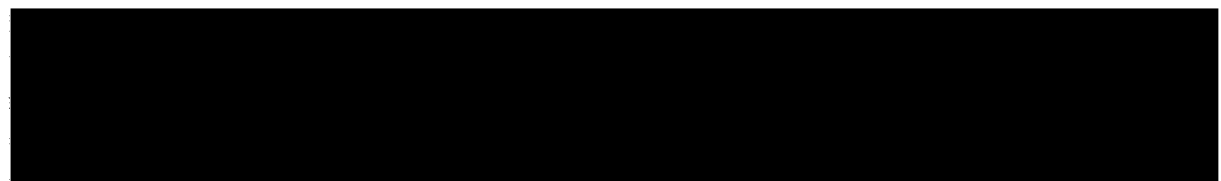
Thank you for your consultation response dated 2nd November 2021 in relation to the above planning application for the construction of two houseblocks and a car park at HMP Ford, Arundel.

It is understood that the trip generation provided within the supporting Transport Statement is considered robust and that the trip distribution is acceptable noting that WSCC have confirmed that no wider junction assessments are required. However, we note that you require additional information regarding any existing consents on maximum prisoner numbers, electric vehicle (EV) charging points, and cycle parking. Each of these points is set out in turn below.

**Prisoner Numbers**

We can confirm that there is no restriction on the maximum permitted numbers of prisoners that could be accommodated at the site. However, the site is governed by the physical spaces and the number of prisoners that the Ministry of Justice (MOJ) Population Management Group state HMP Ford should hold.

As set out in the submitted Transport Statement (TS), there is currently a population of 389 at the site, including 120 spaces from temporary accommodation. It is understood that dilapidated accommodation blocks on site (which are currently empty) could house an additional 155 prisoners. The construction of two additional houseblocks on site will provide accommodation for 120 prisoners.



### EV Car Parking

A new car park comprising 80 spaces will be provided for use by staff and visitors to the west of Ford Road.

At the time of the application, Arun District Council's car parking standards require 20% of the total number of spaces to be suitable for EVs. Therefore, on the basis that the proposals comprise an 80-space car park, 16 EV spaces will be provided.

### Cycle Parking

The Transport Statement submitted with the planning application confirms that 10 long-stay cycle parking spaces for staff are located on site within a garage, 10 short-stay cycle spaces for both visitors and staff located within a three-side covered building near to the main entrance, and approximately 40 cycle spaces for prisoners on the residential side of the prison.

No additional cycle parking is proposed as part of the development. The Prison Governor has confirmed that existing cycle parking stores are not used to capacity and that there is sufficient space to accommodate any additional demand. A review of Census travel to work data for the area suggests that 3% of staff cycle to work, equating to one additional cyclist across the day. It is therefore concluded that this can be accommodated within the existing provision on site.

### Suggested Conditions

The applicant is willing to secure the Travel Plan and a Construction Management Plan by appropriately worded planning conditions, as suggested in your response.

Based on the provision of the above information, we would be grateful if WSCC could please confirm that the highway authority has no objections to the proposals.

I trust this is appropriate. However, please do not hesitate to contact me or my colleague Tony Jones with any comments or queries.

Yours sincerely



**Katie Stock**

Associate Transport Planner

