

**WEST SUSSEX COUNTY COUNCIL
STRATEGIC PLANNING CONSULTATION**

DATE: 3rd July 2013

**FROM: Tim Townsend TO: Arun District Council
FAO: Cian Cronin**

SUBJECT: LU/116/13 - Demolition of existing commercial properties and erection of 66 residential dwellings, incorporating 20 affordable dwellings, parking provision, access and landscaping - This application is a Departure from the Development Plan.

LOCATION: Hollyacre, Toddington Lane, Littlehampton, West Sussex, BN17 7PP

CONSULTATION DATE: 24th May 2013

RECOMMENDATION:

Advice	☒	Modification	☐	More Information	☒
Objection	☐	No Objection	☐	Refusal	☐

S106 contribution: £321,765 (does not include highways and transport infrastructure or contributions)

This is the second WSCC highways and transport response to the planning application. It responds to the application as submitted and additional information provided to the Highway Authority by RGP Transport Planners in their email dated 20th June 2013.

Summary position of Highway Authority.

Further information is required to enable the Highway Authority to fully consider the planning application; the detail of which is found in the main body of this report and summarised at the end.

Pre-amble.

The development proposes new dwellings in the Toddington Lane area, additional to those already approved as part of the nearby Toddington Nurseries application site. This development must provide sufficient infrastructure to mitigate its impact to an acceptable level and make it sustainable. As submitted, it doesn't. Consistent with the approach taken for the Toddington Nurseries site, the Highway Authority considers that the Hollyacres scheme should also provide an appropriate level of supporting off-site highways infrastructure at an appropriate stage of development. As well as highway improvements, further contributions towards highways and non-highways infrastructure/services should be secured as part of this current proposal.

Highways access.

Off-site highway works are required to support this development, such as road improvements and footway provision. The applicant should provide plans to show this as part of this application. As mentioned above, this is entirely consistent with the approach taken with the neighbouring Toddington Nurseries proposals. These will need to be accompanied by a Stage 1 Safety Audit, Designer's Response and Design Commentary – the latter setting out design standards used and identifying any Departures from Standards.

Access is taken from Toddington Lane and comprises 3 No. vehicular access points and several pedestrian accesses. Two of the vehicular access points serve the houses with a further access serving a pumping station. This latter access is found on the western side of the site. The pedestrian access points are either in the form of bespoke footpath connections in and out of the site or individual accesses to private dwellings directly fronting Toddington Lane. Further

comments about pedestrian access will follow elsewhere in this report (see sub-heading 'Sustainable Transport Access').

The vehicular accesses are provided with visibility splays in accordance with appropriate design guidance – in this case Manual for Streets. Each access has 2.4m 'x' (centreline) distance with 60m splays ('y' distances) in both directions although the pumping house access provides 74m in the trailing traffic direction (looking west). However, contrary to that stated in both the TS and the email of 20th June 2013, the gates to the pumping house area are still shown opening outwards across the public highway on one of the drawings, although the latest ECE Architecture drawing does show them opening inwards. Gates must open inwards and away from the public highway. It is also not known whether the area of hardstanding for the vehicle intended to use it is large enough. Details of the vehicle (length, type etc.) to be provided. The ECE drawing No./issue should be updated for planning purposes to avoid confusion with any earlier versions.

As part of previously consented development north of the site (Toddington Nurseries), a highways access linking to the as-yet-to-be constructed Lyminster By-Pass/Fitzallan Link Road is proposed. The applicant's highway consultant has now shown this on an amended drawing. He has also given an account of how the two opposing junctions should operate with the proposed development and levels of traffic associated with the development and that generated by Toddington Nurseries. Assessing this, the Highway Authority considers that the configuration would not operate satisfactorily from a road safety and design perspective with the junction shown opposite, leading to potential for conflicts and junction blocking on the highway network. As such, the access should be removed. The internal layout need not be altered significantly but would require that an additional turning head be provided within the site close to where this access would be closed.

The resultant plan would have to be considered by WSCC Fire and Rescue Service.

The applicant should also show how the movement of pedestrians across Toddington Lane has been considered as part of this application, in relation to the access proposals for the site and the access proposals for development north of Toddington Lane. These amendments should be referred back to the Safety Auditor for comment. Crossing points for implementation in the future could be secured as part of the S106 Agreement if reciprocating infrastructure is not in place at the time of construction.

Highway Safety.

A Stage 1 Road Safety Audit (RSA) has been provided. The reference is RDW/LS/13/0643/RSA1 dated 26th February 2013 produced by The Safety Forum. This considered a number of road safety-related elements of the access proposals*. A Designer's Response also accompanies the application (dated 8th April 2013). The Designer has accepted all the points raised in the RSA. These will be checked at the detail design stage.

(*Any further changes to the access configuration and new/revised proposals on the public highway should be referred back to the Road Safety Audit Team for comment. Any comments made by the Audit Team - be they further recommendations and/or comments following sight of any revised plan/s showing the Toddington development access opposite; with the development access point shown closed off and showing the proposed footway and road narrowing to Toddington Lane – should be submitted to the Highway Authority for review).

Traffic impact.

A Transport Statement (TS) accompanies the application (Ref. WILM/12/1625/PJC TPS01 – April 2013). This considered highways access; transport sustainability; car parking; road safety and the traffic impact of the scheme. Comments in response to the first three points are covered elsewhere in this report.

Section 4 of the TS specifically refers to the traffic impact of the proposal. RGP Transport Planners and Infrastructure Design Consultants (on behalf of the applicant) have produced specific information about peak hour and daily traffic impact of the proposal. Also, they have provided information about the existing uses on the site, making comparisons between the two. The Trip Rate Information Computer System (TRICS) database has been used to inform the findings.

Full details are found in the TS. However, a summary of the information is found below:

Existing uses (titled ‘Combined Permitted Uses’) – These suggest the following:

A.M. peak hour (08:00-09:00)
Arrivals – 9
Departures – 7
Total – 16

P.M peak hour (17:00-18:00)
Arrivals – 3
Departures – 5
Total – 8

Daily traffic
Arrivals – 77
Departures – 76
Total – 153

Proposed use (66 units):

A.M. peak hour (08:00-09:00)
Arrivals – 9
Departures – 21
Total – 30

P.M peak hour (17:00-18:00)
Arrivals – 25
Departures – 13
Total – 38

Daily traffic
Arrivals – 166
Departures – 169
Total – 335

Using the figures above, the development will generate additional traffic when compared to the previous uses on the site. For the A.M. peak the increase would be 14 extra movements. For the P.M. peak, a further 30 vehicle movements are envisaged. The daily addition would be 182 vehicles compared to the previous use. The TS states that based on the future development and roads scenario proposed as part of the Toddington Nurseries application north of the site, the additional traffic impact brought about by the proposed Hollyacres development at both the Lyminster By-pass/Fitzalan Link Road junction and the Mill Lane/Lyminster Road junction would result in approximately 1 extra vehicle every two minutes through these junctions.

The transport modelling has not considered in detail the scenario with the railway crossing kept open. In the event that the crossing were not closed, traffic generated by the site would have the option of travelling east and west. No figures are quoted in the modelling, though.

Sustainable transport access.

Pedestrians – A footway is proposed to be constructed across the entire site frontage. An amended drawing (2012/1625/013 – June 2013 prepared by RGP Transport Planners) also proposes a 1.5m wide footway along the southern side of Toddington Lane, from the site running west to join with an existing footway on Mill Lane. No footway continues east from the site. The applicant does still need to demonstrate how the application site connects to/interacts with pedestrian access proposed alongside the Toddington Nurseries application and to cross Toddington Lane itself. This should take into account the increase in traffic brought about by the Toddington Nurseries application as well as traffic generated by this proposed site. Visibility splays are required at the eastern end of the proposed footway along the site frontage, commensurate with stopping sight distance (SSD) determined from the supplied speed survey information. Please show on an amended drawing.

For avoidance of doubt, the provision of the 1.5m wide footway may form part of a package of measures to assist with access to the site. However, the Highway Authority requires further works in proportion to the Toddington Lane Nurseries to be delivered by this development. In addition, the proposed footway and other knock-on effects (reduced road width along Toddington Lane) need to be Safety Audited.

Cycling – The applicant's highway consultant, in his email to the Highway Authority (Paul Jackson-Cole to Tim Townsend 20/06/2013) has considered this. The consultant considers that due to low traffic speeds and current level of traffic using Toddington Lane, that on-carriageway cycling could take place. Reference is made to the works secured as part of the Toddington Nurseries application which provides for an off-road route. However, it is not known when this latter off-road provision will be provided. If land is not available to provide an off-road route at this stage, then a suitable contribution towards the scheme opposite should be secured as part of an overall package.

Bus access – The closest routes are available along the A259 Littlehampton Road (some 800-900m south of the site) and along the Lyminster Road, also approximately some 800-900m from (west) of the site. However, walking and cycling routes to those are not available close to the site, only starting some 150m south of the nearby Toddington Lane railway crossing and approximately 500-600m west of the site. Proposals to introduce a bus service are included as part of the Toddington Nurseries development at an appropriate trigger point (see S106 Agreement). However, it is not known when the site will be developed. As such, the site does not currently demonstrate suitable access to bus services.

As documented elsewhere in this report, proposals to improve sustainable access are included as part of the Lyminster By-pass/Fitzallan Link Road proposals. The Highway Authority considers that infrastructure improvements should be provided by this development before development is occupied and contributions secured as part of any planning permission.

Internal layout of development.

This was originally shown on ECE Architecture drawing No. 5691 01 Rev. 'K'. A revised plan (ECE Architecture drawing, also numbered the same as the earlier drawing 5691 01 Rev. 'K' – CAD plot date 26/06/2013) shows alterations to the layout following discussions between the Highway Authority and the applicant's highway consultant. The development access road is shown forming a 'loop' within the site with two main spur roads linking to the east and west of the site. Parking courts are also shown at various locations. Pedestrian links are shown at several places. The entire layout (other than where the access points initially join Toddington Lane) is designed as a shared surface.

Access roads – Shared surface design is shown which provides (as the name suggests) a shared environment for all highway users. Manual for Streets (MfS) suggests that shared surface environments are likely to work well:

- In short lengths, or where they form cul-de-sacs
- Where the volume of motor traffic is below 100 vehicles per hour (vph) (peak periods); and
- Where parking is controlled or it takes place in designated areas

MfS also goes on to say that when designing shared surface schemes that careful attention to detail is required to avoid other problems, such as:

- Undifferentiated surfaces leading to poor parking behaviour
- Vulnerable road users feeling threatened by having no space protected from vehicles; and
- The positioning and quantity of planting, street furniture and other features creating visual clutter.

MfS illustrates that often longer sections of roads leading into estates would have footways provided either side – thereby being of a traditional segregated nature. The shared surfaces would then lead off this serving a small number of dwellings. The development does not provide for this although does have several segregated walking routes elsewhere in and out of the site.

The other key consideration is that of those who are partially sighted and other disabled groups. Paragraph 7.2.12 recommends early consultation with the community and users, particularly with disabled groups and access officers to ensure their needs are met. Whilst some consultation with the general community appears to have been carried out, this does not appear to have been extended to local disabled/mobility impaired groups. The highway consultant has provided some further information in the RGP email of 20/06/2013. However, this offers very little over what has been said already. Whilst it has been suggested contrasting material might be provided for those who have limited sight, this is not shown on the application drawings. Given the detailed status of the application, further consideration should be given throughout the layout to the needs of mobility impaired people.

Access road widths – These vary between 3.5m (within shared surface) up to 5.0m (for the initial section of the eastern access road leading into the development). MfS recommends that for emergency access, the minimum width of the access road (other than for very short distances) should be 3.75m. Where any longer sections are shown less than this, the Fire and Rescue Dept. Should be consulted.

The Fire and Rescue Service advise that where on-street parking may occur, this is best dealt with in design with a 3.7m narrowing (for short distances only) which should have the effect of removing parking from these areas as it will obstruct access if parking occurs. If parking is required, a wider area to allow parking with passing should be considered. The difficult widths are 4.0 to 4.5m where residents are encouraged to try to park half on the pavement or landscaped area, which is not acceptable. Looking at the revised layout, there are several areas where road widths exceed the 3.7m width. These are:

- Between plots 13 and 14
- Between plots 44 and 46
- Between plots 60 and 64
- Between plots 29, 48 and 49
- Access 'road' to car park running between plots 57 and 58

Also, the access leading to the parking court between plots 28 and 29 should be widened. It currently measures approximately 2.7m wide. The road width between parking spaces for plots 27-30 and 47-50 is now shown at just over 5.5m wide. Alongside parking space widths of 3.0m along this stretch, the road width (other than the pinch points – see comments made elsewhere in this report) is acceptable.

The applicant, on ECE drawing 5691 01 Rev. 'K', shows bollards erected at specific parts of the development alongside sections of narrowed carriageway and where paths emerge to parking courts or parts of the internal road network. It is understood that these have been provided to deter parking at these locations; In the case of the internal paths, to provide safeguards for users by highlighting their presence. The applicant has also suggested that the swept-path of a large vehicle requires slightly wider carriageway widths at specific locations to be able to negotiate the road layout.

As submitted, the proposed widths adjacent to the properties referred to above are not accepted by the Highway Authority given the concerns already expressed by the Fire and Rescue Service. As such, an amended layout plan should be submitted. At that time, further consultation with the WSCC Fire and Rescue Service will take place.

Internal footway/footpath provision – Several paths are shown running into or through the development. Two or these emerge either side of the 'green' area central to the site, with a further two entering the site on and close to the eastern boundary off Toddington Lane. Numerous paths are shown to and from a number of the individual houses.

It is recommended that all paths should be a minimum of 1.2m wide to be DDA compliant. However, it is recommended that the main paths referred to above should be a minimum of 1.5m wide as they provide the main off-road routes into the site. This has not been fully shown on the latest version of the ECE drawing. As such, a further amended plan is required. The Local Planning Authority should be satisfied that DDA compliance is met. Visibility zones/splays are provided at various locations where paths emerge to parking courts. Also, an attempt to define the paths where they emerge to these areas in order that they are obvious to each user has been made by the provision of bollards. However, these appear to have the effect of restricting/narrowing access to and from the paths. The designer should review this and provide a larger scale plans showing what dimensions will be available to users. Also see comments made above about the need to consider the needs of disabled users within the development.

Where the paths emerge either side of the green area to the southern part of the access road, the latest version of the ECE drawing shows the railings reduced in height to 0.6m. Alongside suitably maintained planting in and around the paths (maximum growing height of 0.6m), this should provide suitable pedestrian intervisibility in these locations. Where the paths emerge to roadways and parking courts, pedestrian protection may be required (e.g. guardrail, bollards etc.). Again, the applicant should provide larger scale plans to show the actual detail. Provision of suitable safety measures (e.g. guardrail, bollards etc.) should also be shown on Toddington Lane.

A visibility splay is also required at the eastern end of the proposed footway running along the Toddington Lane frontage, commensurate to the stopping sight distance (SSD) informed by the recorded 85% tile wet weather speed of traffic on Toddington Lane.

Gradients of paths are not quoted. The RGP email (20/06/2013) states that gradients will be suitable for all (including mobility impaired) at the north-eastern part of the site relative to the pedestrian link and footway. This would be achieved by grading the site frontage accordingly. This will have to be checked at detailed design stage.

Internal visibility splays – These are shown on RGP drawing No. 2012/1625/010 Rev. 'A'. Splays do not appear to accord with advice in Manual for Streets. As such, the applicant should provide further supporting information to demonstrate MfS compliant visibility splays, including forward visibility splays.

Landscaped areas adjacent to access roads; parking courts and junctions.

Confirmation is required from applicant that all landscaped areas, when mature, will not exceed 0.6m in height and will be maintained as such in perpetuity. This would have to be conditioned as part of any planning consent.

Home-Zone.

The developer has confirmed that the development is proposed to be 'Home Zone style'. If a formal Home-Zone is intended for this development, formal accreditation is required including specific signing and community involvement and acceptance. The legal procedure for creation of Home Zones in England is set out in the 'Quiet Lanes and Home Zones (England) Regulations 2006'. Guidance is also found in the Department for Transport Circular 02/2006.

Parking.

Car parking – This has been assessed using the County Council's Parking Calculator tool. Parking is proposed in parking courts, within separate driveways and for some dwellings, garages. Internal dimensions of garages are not quoted. The applicant should confirm that these would be 3m x 6m. For the most part, the location of the parking appears to relate well to the dwellings it serves and follows the guidance in the WSCC Parking Calculator tool. However, there are some exceptions. These should be re-visited by the applicant and further clarification provided. They are as follows (all comments based on latest revision of ECE drawing 5691 01 K):

1. 51 (this is still too far away from the property). This should be swapped with 49.
2. 57, 58 and 59 (Recommend that parking provision for 58 and 59 be swapped to better relate to the properties it is proposed to serve. Parking for 57 acceptable)

Also, further visitor parking should be provided in the vicinity of the following plots or the areas of landscaping built out to narrow the carriageway width to prevent on-carriageway parking and to direct visitors to visitor bays:

1. 26-30 and 46-50

Cycle parking – Storage sheds are acceptable in design terms and now extended to plots 41-44. Cycle stores should be provided for plots 21, 52 (if it loses its garage) and 55.

S159 Licence.

An area of land across the entire site frontage is subject to a S159 Agreement. This is shown on ECE Architecture drawing No. 5691 01 Rev. 'K'. This requires that no buildings are built within the area defined. Scrutiny of the drawings shows that none of the houses proposed appear to encroach on this line. During and after construction of the development, the applicant should ensure that no buildings encroach.

Adoption.

The applicant proposes to keep the development roads private, other than where they initially meet Toddington Lane. The Highway Authority would only adopt up to the existing extent of highway boundary or to the back edge of the proposed footway - the section running parallel to Toddington Lane. Please also read below – "Management plan and non-adoption clauses".

Service margins.

None are shown. The applicant should ensure early discussion with the statutory authorities to ensure that any provision made is acceptable to them.

Management plan, non-adoption clauses etc.

Suitable clauses should be inserted in the S106 Agreement accompanying the application to secure a suitable Management Plan and non-adoption provision.

Drainage.

Drainage assessment to be carried out by Arun DC officers.

Traffic Regulation Order (TRO).

Provision should be included within the S106 Agreement for the possible provision of waiting restrictions along the site frontage. This would only be required if parking regularly occurred on Toddington Lane to the front of the development, possibly obstructing visibility at one or more of the proposed access road junctions serving the development. A financial sum of £6000 should be secured to promote this.

S106.

Given the site's proximity and relationship to the strategic development site at Toddington Nurseries, off-site highway works and a financial contribution towards other highways infrastructure (e.g. Strategic works; bus services; bus stops etc.) should be secured from this development.

As well as actual highways infrastructure (e.g. road improvements; footway etc.), to make the site accessible and in-line with the methodology used for neighbouring development sites, contributions should also be secured towards Strategic works (North Littlehampton Relief Road etc.); bus services; bus stops etc. The contribution proportionate to that secured for Toddington Nurseries is £119,249. Bus services contribution proportionate to Toddington Nurseries would be £10,669. **Total: £129,918.**

Contributions towards other WSCC infrastructure and services are found at the foot of this report.

Travel Plan.

The Framework Travel Plan (FTP) largely accords with Highway Authority requirements. However, the applicant should address the following points before the County Council is able to approve the FTP:

1. Given that the neighbouring permitted residential development will deliver local transport improvements, any information communicated to residents of this site (south of Toddington Lane) should include information about these forthcoming improvements. Residents should also be kept informed when individual improvements come on line (e.g. new bus services commence). This will require close working between the Travel Plan Coordinators at each site and the FTP does include a commitment to working with the neighbouring site (5.1.4).

2. The FTP should include details of grocery home delivery services that will deliver to the site. These should be updated in the final Full Travel Plan.

a. We would expect to see some sort of travel voucher offering to the initial occupants of the residential units. Vouchers should be worth at least £150 per dwelling and could be exchanged for at least one of the following:

b. a season ticket for the local bus service

c. a rail season ticket or network card

d. a contribution towards the purchase of a new bicycle and/or equipment

e. up to three WSCC 3-in-1 cards (concessionary fare scheme for 5-19 year olds. Further details are available at www.yourspacewestsussex.co.uk)

f. Bikeability training up to 4 members of the household (further details and course costs are available at www.westsussex.gov.uk/cycling)

g. 12 months free membership to any local Car Club (including joining fee)

3. We would also expect to see information about bike shops offering discounts communicated to residents as part of the Travel Plan. In order to facilitate this, the County Council has negotiated various discounts on behalf of developers and further details can be found on our web site: http://www.westsussex.gov.uk/leisure/getting_around_west_sussex/travelwise/cycle_to_work_scheme.aspx#discounts

Public Rights of Way (PROW).

Comments awaited and will be forwarded when available.

Fire and Rescue requirements.

Please see comments about road widths under sub-heading “Access road widths”. In addition to this, 2 No. hydrants should be installed and secured within a S106 Agreement. The Fire and Rescue Service will also require to see any amended layout following closure of the western main site access.

Conclusion.

More information is required to enable the Highway Authority to consider the planning application. When available, please re-consult, at which stage the Highway Authority will respond further.

Summary of additional information required:

- Details of off-site highways infrastructure including Design Commentary; Stage 1 Road Safety Audit; Designer’s Response and any Departures from Standard and plan showing works.
- Plan showing closure of site access opposite access road for Toddington Nurseries.
- Consideration of pedestrian and cycle access to/from the development and across Toddington Lane.
- Further Audit Team comments following sight of revised access drawings showing Toddington lane proposals opposite and proposed footway along south side of Toddington Lane (including road narrowing).
- Visibility splay to east of site where Toddington Lane frontage footway finishes.
- Tactile paving to be shown at junction crossing points.
- Consideration of the needs of disabled people within the layout.
- Internal path widths to be shown amended.
- Internal paths to be better defined where they emerge to internal parking areas and to roads within the site.
- Parking – internal dimensions of garages; further consideration of relationship with dwellings for plots 41, 51 and 57-59.
- Length of parking area adjacent to pumping house area and demonstration that it can accommodate the type and size of vehicle expected to use it clear of the highway.
- Travel Plan amendments.

Tim Townsend
Strategic Planning

S106 calculations (non-highway) follow:-

LOCAL DEVELOPMENT DIVISION: SECTION 106 CONSULTATION RESPONSE

DATE: 07.06.2013

FROM: Emma Waters, Monitoring and Records

TO: Tim Townsend, Planning Applications Team

DISTRICT/BOROUGH COUNCIL: Arun

Application Number: LU/116/13

**The Provision of Service Infrastructure Related to Development at Hollyacre,
Toddington Lane, Littlehampton, West Sussex, BN17 7PP**

**Planning Application details - Demolition of existing commercial properties and
erection of 66 residential dwellings, incorporating 20 affordable dwellings, parking
provision, access and landscaping - This application is a Departure from the
Development Plan.**

Education				
Locality	Littlehampton			
Population Adjustment	102.4			
	Primary	Secondary	6th Form	
Child Product	1.4102	1.4102	0.7615	
Total Places Required	9.8714	7.0510	1.5230	
Library				
Locality	Littlehampton			
Contribution towards Angmering / Arundel / East Preston / Ferring / Findon Valley	£0			
Contribution towards Rustington / Willowhale	£0			
Contribution towards Bognor Regis / Littlehampton	£12,073			
Population Adjustment	102.4			
Sqm per population	35			
Sqm Required	0.00			
Waste				
Adjusted Net. Households	46			
Fire				
No. Hydrants	2			
Population Adjustment	102.4			
£/head of additional population	£13			
TAD- Transport				
Net Population Increase	0.0			
Net Parking Spaces	0			
Net Commercial Floor Space sqm	0			
Total Access (commercial only)	0.0000			

Summary of Contributions

S106 type	Monies Due
Education - Primary	£132,435
Secondary	£142,536
Education - 6th Form	£33,391
Libraries	£12,073
Waste	No contribution required
Fire & Rescue	£1,331
No. of Hydrants	2
TAD	No contribution required

Total Contribution	£321,765
---------------------------	-----------------

The above contributions are required pursuant to s106 of the Town and Country planning Act 1990 to mitigate the impacts of the subject proposal with the provision of additional County Council service infrastructure, highways and public transport that would arise in relation to the proposed development.

Planning obligations requiring the above money is understood to accord with the Secretary of State's policy tests outlined by the in the *National Planning Policy Framework, 2012*.

The basis for this advice is contained in the County Council's adopted Supplementary Planning Guidance document "The Provision of Service Infrastructure Related to New Development in West Sussex – Part 1".

All TAD (Total Access Demand) contributions have been calculated in accordance with the stipulated local threshold and the methodology adopted as Supplementary Planning Guidance (SPG) in November 2003.

The calculations have been derived on the basis of an increase in 66 Net dwellings.

Further to the monetary contributions The County Fire Officer advises that the proposed development will need to include the provision of 2 fire hydrants connected to adequate supplies of water for fire fighting (Contact: David Boarer – Fire Services 01243 813667). It should also include suitable access for fire brigade vehicles and equipment.

Please see below for a Breakdown and explanation of the WSCC Contribution Calculators. Also see the attached spreadsheet for the breakdown of the calculation figures. For further explanation please see the Sussex County Council website (<http://www.westsussex.gov.uk/s106>).

Deed of Planning Obligations

- a) As a deed of planning obligations would be required to ensure payment of the necessary financial contribution, the County Council would require the proposed development to reimburse its reasonable legal fees incurred in the preparation of the deed.
- b) The deed would provide for payment of the financial contribution upon commencement of the development.
- c) In order to reflect the changing costs, the deed would include arrangements for review of the financial contributions at the date the payment is made if the relevant date falls after 31st March 2014.
- d) Review of the contributions towards school building costs should be by reference to the DfF adopted Primary/Secondary/Further Secondary school building costs applicable at the date of payment of the contribution and where this has not been published in the financial year in which the contribution has been made then the contribution should be index linked to the DfE cost multiplier and relevant increase in the RICS BCIS All-In TPI. This figure is subject to annual review.
- e) Review of the contribution towards the provision of additional library floorspace should be by reference to an appropriate index, preferably RICS BCIS All-In TPI. This figure is subject to annual review.
- f) Review of the contribution towards the provision of fire service infrastructure (fire stations) should be by reference to an appropriate index, preferably RICS BCIS All-In TPI. This figure is subject to annual review.

Recent experience suggests that where a change in contributions required in relation to a development or the necessity for indexation of financial contributions from the proposed development towards the costs of providing service infrastructure such as libraries is not specifically set out within recommendations approved by committee, applicants are unlikely to agree to such provisions being included in the deed itself. Therefore, it is important that your report and recommendations should cover a possible change in requirements and the need for appropriate indexation arrangements in relation to financial contributions.

Please ensure that applicants and their agents are advised that any alteration to the housing mix, size, nature or tenure, may generate a different population and thus require re-assessment of contributions. Such re-assessment should be sought as soon as the housing mix is known and not be left until signing of the section 106 Agreement is imminent.

Where the developer intends to keep some of the estate roads private we will require provisions in any s106 agreement to ensure that they are properly built, never offered for adoption and that a certificate from a suitably qualified professional is provided confirming their construction standard.

It should be noted that the figures quoted in this letter are based on current information and will be adhered to for 3 months. Thereafter, if they are not consolidated in a signed S106 agreement they will be subject to revision as necessary to reflect the latest information as to cost and need.

Please see below for a Breakdown of the Contribution Calculators for clarification of West Sussex County Council's methodology in calculating Contributions. For further explanation please see the Sussex County Council website (<http://www.westsussex.gov.uk/s106>).

Breakdown of Contribution Calculation Formulas:

1. School Infrastructure Contributions

The financial contributions for school infrastructure are broken up into three categories (primary, secondary, sixth form). Depending on the existing local infrastructure only some or none of these categories of education will be required. Where the contributions are required the calculations are based on the additional amount of children and thus school places that the development would generate (shown as **TPR- Total Places Required**). The TPR is then multiplied by the Department for Children, Schools and Families school building costs per pupil place (**cost multiplier**).

School Contributions = TPR x cost multiplier

a) TPR- Total Places Required:

TPR is determined by the number of year groups in each school category multiplied by the child product.

TPR = (No of year groups) x (child product)

Year groups are as below:

- Primary school- **7** year groups (aged 4 to 11)
- Secondary School- **5** year groups (aged 11 to 16)
- Sixth Form School Places- **2** year groups (aged 16 to 18)

Child Product is the **adjusted education population** multiplied by average amount of children, taken to be 14 children per year of age per 1000 persons (average figure taken from 2001 Census).

Child Product = Adjusted Population x 14 / 1000

Note: The adjusted education population for the child product excludes population generated from 1 bed units, Sheltered and 55+ Age Restricted Housing and Social Rented Housing as a nil child product is assumed for these dwellings.

b) Cost multiplier- Education Services

The cost multiplier is a figure released by the Department for Education. It is a school building costs per pupil place as at 2013/2014, updated by Royal Institute of Chartered Surveyors Building Cost Information Service All-In Tender Price Index. Each Cost multiplier is as below:

- Primary Schools- **£13,416 per child**
- Secondary Schools- **£20,215 per child**
- Sixth Form Schools- **£21,924 per child**

2. Library Infrastructure

There are two methodologies used for calculating library infrastructure Contributions. These have been locally tailored on the basis of required contributions and the nature of the library in the locality, as below:

Library infrastructure contributions are determined by the population adjustment resulting in a square metre demand for library services. The square metre demand is multiplied by a cost multiplier which determines the total contributions as below:

Contributions = SQ M Demand x Cost Multiplier

a) Square Metre Demand

The square metre demand for library floor space varies across the relevant districts and parishes on the basis of library infrastructure available and the settlement population in each particular locality. The **local floorspace demand (LFD)** figure varies between 30 and 35 square metres per 1000 people and is provided with each individual calculation.

Square Metre Demand = (Adjusted Population x LFD) / 1000

b) Cost Multiplier- Library Infrastructure

WSCC estimated cost of providing relatively small additions to the floorspace of existing library buildings is **£3,930** per square metre. This figure was updated by WSCC's Quantity surveyor for the 2013/2014 period.

3. Fire & Rescue Service Infrastructure

The Fire and Rescue Services infrastructure contribution is determined by the population adjustment multiplied by the relevant cost multiplier for the provision of services.

Fire and Rescue Contributions = Adjusted Population x Cost Multiplier

a) Adjusted Population

This is the sum of the occupancy rates for the net dwelling increase with the exclusion of social housing increase.

b) Cost Multiplier- Fire Rescue

There are two cost multipliers for WSCC which relate to the Southern Division and the Northern Division. The cost multiplier is calculated by dividing the total cost of necessary fire and rescue infrastructure within the division by the projected population for 2016. The cost multipliers are as below:

Southern Division (Chichester, Arun, Worthing and Adur): £13 per person

Northern Division (Horsham, Crawley, Mid Sussex): £50 per person in Horsham, £92 per person in Crawley

Note: The installation costs of fire hydrants are excluded from the above and will continue to be required on developments as a direct cost to the developer as required under the Fire Services Act 2004

4. TAD- Total Access Demand

The methodology is based on total access to and from a development. An **Infrastructure Contribution** is required in respect of each occupant or employee provided with a parking space, as they would be more likely to use the road infrastructure. The **Sustainable Transport Contribution** is required in respect of each occupant or employee not provided with a parking space which would be likely to rely on sustainable transport.

TAD = Infrastructure contribution + Sustainable Transport contribution

a) Infrastructure Contribution

Contributions for Infrastructure are determined by the net increase in car parking spaces, multiplied by WSCC's estimated cost of providing transport infrastructure per vehicle- Infrastructure cost multiplier. The Infrastructure cost multiplier as at 2012/2013 is £1,000 per parking space.

Infrastructure contributions = Car parking spaces x Cost multiplier.

b) Sustainable Transport Contribution

This is derived from the net car parking increase subtracted from the projected increase in occupancy of the development. The sustainable transport contribution increases where the population is greater than the parking provided. The sustainable transport figure is then multiplied by County Council's estimated costs of providing sustainable transport infrastructure cost multiplier (£500).

Sustainable transport contr. = (net car parking – occupancy) x 500

Note: occupancy is determined by projected rates per dwelling and projected people per commercial floorspace as determined by WSCC.

cc:

David Boarer, WSCC Fire Services (via email)

Deborah Lewis, WSCC Library Services (via email)

Tracey Dunn, WSCC Children and Young People's Services (via email)