

**WEST SUSSEX COUNTY COUNCIL
STRATEGIC PLANNING CONSULTATION**

DATE: 7th November 2013

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

**SUBJECT: LU/116/13(HW) - 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.
TOTAL RE-DESIGN OF SITE.**

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

DATE OF SITE VISIT: 15th May 2013

RECOMMENDATION:

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

S106 contribution total based on revised scheme of 63 dwellings (see below for detailed breakdown): £308,511 (non-highways); £10,206 (bus service provision); £120,700 (strategic works); £6000 (TRO); £10,000 (highways contribution towards Mill Lane junction improvements).

This is a further WSCC highways and transport response to the planning application. It follows submission of further responses and discussions with the applicant's highway consultant about the matters raised previously by the Highway Authority.

Summary position of Highway Authority.

Subject to a satisfactory outcome of an ongoing informal public and statutory bodies consultation, the Highway Authority would be satisfied that all highway matters could be satisfactorily addressed by way of planning conditions and S106 obligations. However, the recommendation is that no permission should be granted nor S106 Agreement signed until the consultation process has been concluded to the satisfaction of the Highway Authority.

Pre-amble.

The development proposes 63 new dwellings in the Toddington Lane area, additional to those already approved as part of the nearby Toddington Nurseries application site. The development should provide sufficient infrastructure to mitigate its impact to an acceptable level and make it sustainable. 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 footway provision and contributions to other nearby schemes forming part of the overall Toddington Nurseries package. This is entirely consistent with the approach taken with the neighbouring Toddington Nurseries proposals. Physical works have been subject to independent Stage 1 Safety Audit.

Access is taken from Toddington Lane and now comprises **two** vehicular access points and several pedestrian accesses. Previously, three vehicular access points were proposed to serve the site. This has now been amended to a single point of access to service the residential element of the proposal and to avoid conflicts with the works proposed as part of the Toddington Nurseries site. The second access serves a water pumping station. The resultant plan (5691-01-Rev.'N') has been considered and is found to be satisfactory. It has been further scrutinised by the WSCC Fire and Rescue Service who are satisfied that the layout and access thereto will provide adequate access for water and fire fighting purposes.

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 should have 2.4m 'x' (centreline) distance with 60m splays ('y' distances) in both directions.

Pedestrian crossing points for implementation in the future should be secured as part of the S106 Agreement if reciprocating infrastructure is not in place at the time of construction.

Highway Safety.

A series of Stage 1 Road Safety Audits (RSA) have been provided, including exchanges of correspondence with both the audit and design teams as the various designs progressed. These considered a number of road safety-related elements of the access proposals including the proposed extended footway along the south side of Toddington Lane and road narrowing. A Stage 2 Road Safety Audit will be required when the detailed designs are submitted for the S38/278 process.

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 for 66 homes (the number of houses originally proposed). 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. They have also 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 has been assessed. This would result in approximately 1 extra vehicle every two minutes through these junctions. In terms of the 'test' set out in the NPPF, this is **not** considered to be severe.

Sustainable transport access.

Pedestrians – A footway is proposed to be constructed across the entire site frontage. Amended drawings 2012/1625/021 Rev. 'C' and 2012-1625-024 (no revision) prepared by RGP Transport Planners also propose 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. This is required to ensure safe access on foot to and from the development. The works also comprise a narrowing of Toddington Lane to maintain a suitable safe buffer/clearance from vehicles for pedestrians using the proposed footway. No footway continues east from the site. Visibility splays should be provided 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. This should be conditioned.

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). With the provision of the temporary footway along the southern side of Toddington Lane, linking the site to other developments with footways/footpaths and, in turn, bus services, access by bus would be possible on foot.

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 must also be provided by this development before development is occupied and contributions secured as part of any planning permission towards other infrastructure, including strategic infrastructure to assist with delivery of the Lyminster by-pass proportionate to the size and scale of this development. The applicant has agreed to this.

Internal layout of development.

This is shown on ECE Architecture drawing No. 5691 01 Rev. 'N'. The internal development access road continues to form a 'loop' within the site but now is accessed off a single point of access to/from Toddington Lane. The previous second access point has been changed to avoid future conflict with part of the access road required for the proposed Lyminster by-pass. It now provides access for pedestrians and cyclists only. Parking courts continue to be provided at specific locations within the development. Pedestrian links are shown at several places. The entire layout (other than where the access point initially joins Toddington Lane) is designed as a shared surface following guidance in Manual for Streets (MfS).

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

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 advises that it has assessed the revised layout and is satisfied that access for water and fire fighting purposes is acceptable.

The applicant, on ECE drawing 5691 01 Rev. 'N', 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 shown on the amended drawing, the proposed road widths are accepted by the Highway Authority.

Internal footway/footpath provision – Several paths are shown running into or through the development. Two or these (the main ones) 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 now been shown on the latest version of the ECE drawing. 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. At the detailed design stage, the designer should ensure that paths remain unobstructed for all users and appropriate access widths maintained.

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.). These matters to be checked at the detailed design stage.

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. A condition to secure this should be attached to any planning permission granted.

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. These to be checked at detailed design stage.

Internal visibility splays – These are not shown on the latest layout drawing. However, planting in and around dwellings is proposed to be kept to a maximum height of 0.6m which would provide for forward visibility commensurate with keeping vehicle speeds low.

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

Applicant has confirmed that all landscaped areas, when mature, will not exceed 0.6m in height and will be maintained as such in perpetuity. This 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'. Should he change his mind and choose to make the development layout a formal Home Zone, formal accreditation would be 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 quoted as being to MfS recommendations of 3m x 6m. Following scrutiny of the latest layout plan, the Highway Authority is satisfied that the location of the parking relates well to the dwellings it serves and follows the guidance in the WSCC Parking Calculator tool.

For visitors, further visitor parking is shown provided at suitable locations throughout the development.

Cycle parking – Storage sheds are acceptable in design terms and now extended to plots 41-44. However, a storage shed is still required for plot 21.

S159 Agreement.

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. 'N'. 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. As such, 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, future pedestrian crossing points 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 (and based on the revised mix of 63 homes) is £120,700. Bus services contribution proportionate to Toddington Nurseries would be £10,206. **Total: £130,906.** In addition to this, a financial contribution should be secured in lieu of part-works at the junction of Mill Lane and Lyminster Road – again proportional to that secured as part of the Toddington Nurseries site. Finally, £6000 is required towards a possible TRO on Toddington Lane.

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

Travel Plan.

The Framework Travel Plan (FTP) accords with Highway Authority requirements. This to be secured by S106 Agreement.

Public Rights of Way (PROW).

Comments awaited and will be forwarded when available.

Fire and Rescue requirements.

WSCC Fire and Rescue Service is satisfied that access to water and access to and within the layout for fire fighting purposes is acceptable for this site. In addition to this, 2 No. hydrants should be installed and secured within a S106 Agreement.

Conclusion.

If the Local Planning Authority is minded to approve the planning application, it should be subject to a S106 Agreement to secure appropriate levels of financial contributions towards specific highways infrastructure including 'Strategic Infrastructure'; TRO; Mill Lane/Lyminster Road works, temporary footway along southern side of Toddington Lane and future crossing point across Toddington Lane in proximity to the site and Travel Plan. Furthermore, any permission should also be subject to the inclusion of the following planning conditions:

1. Access (residential)

No part of the development shall be commenced until such time as the vehicular access providing access to the residential element of the site has been provided in accordance with the approved planning drawings.

Reason: In the interests of road safety.

2. Access (pumping station)

No part of the development shall be occupied until such time as the vehicular access providing access to the pumping station has been provided in accordance with the approved planning drawings.

Reason: In the interests of road safety.

3. Visibility splays (vehicular)

No part of the development shall be commenced until visibility splays of 2.4 metres by 60 metres have been provided at the proposed site vehicular accesses onto Toddington Lane in accordance with the approved planning drawings. Once provided the splays shall thereafter be maintained and kept free of all obstructions over a height of 0.6 metre above adjoining carriageway level or as otherwise agreed.

Reason: In the interests of road safety.

4. Pedestrian access visibility

No part of the development shall be first occupied until pedestrian visibility splays have been provided either side of the proposed pedestrian accesses onto Toddington Lane in accordance with plans and details submitted to and approved in writing by the Local Planning Authority. These visibility splays shall thereafter be kept free of all obstructions over a height of 0.6 metre above adjoining carriageway level or as otherwise agreed.

Reason: In the interests of road safety.

5. Closure of existing access

Upon first use of the access referred to in 1. above, the existing access to the site shall be closed and permanently removed in accordance with plans to be submitted to and approved by the LPA after consultation with the CHA, including reinstatement of all kerbs, verge etc. to prevent re-opening.

Reason: In the interests of road safety.

6. Vehicle parking and turning

No part of the development shall be first occupied until the vehicle parking spaces and turning areas have been provided in accordance with the approved planning drawing. These spaces shall thereafter be retained for their designated use.

Reason: To provide adequate on-site car parking and turning space for the development.

7. Cycle parking

No part of the development shall be first occupied until secure and covered cycle parking spaces have been provided in accordance with plans to be approved.

Reason: To provide alternative travel options to the use of the car in accordance with current sustainable transport policies.

8. Loading and unloading of vehicles clear of the highway (refers to access to water pumping site)

No development shall be first occupied until the provision for the loading and unloading of vehicles within the site has been provided in accordance with the approved plan. This shall thereafter be retained for its designated use.

Reason: To provide adequate loading and unloading provision for the development clear of the public highway.

9. Prevention of Surface Water Draining onto Public Highway

No part of the development shall be first occupied until provision has been made within the site in accordance with plans and details to be submitted to and approved by the Local Planning Authority to prevent surface water draining onto the public highway.

Reason: In the interests of road safety.

10. Landscaping

No part of the development shall be first occupied until a landscaping scheme has been submitted to and approved by the LPA. No part of the planting shall exceed 0.6m when mature to maintain visibility for the users (pedestrian and vehicular) of the internal estate roads within the development.

Reason: In the interests of road safety

11. 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; temporary traffic management; street sweeping etc.),
- measures to control the emission of dust and dirt during demolition and construction, lighting for construction and security,
- details of public engagement both prior to and during construction works,
- Contact details of CDM co-ordinator,
- A S59 Agreement.

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

Informatives.

1. Details regarding process for closure of existing crossovers/access can be obtained from: omc@westsussex.gov.uk

2. Details of TRO process can be obtained from: westsussex.gov.uk

3. Section 278 Agreement of the 1980 Highways Act - Works within the Highway.

The applicant is required to enter into a legal agreement with West Sussex County Council, as Highway Authority, to cover the off-site highway works. The applicant is requested to contact The Implementation Team Leader (01243 642105) to commence this process. The applicant is advised that it is an offence to undertake any works within the highway prior to the agreement being in place.

4. Section 38 Agreement of the 1980 Highways Act – Provision of Adoptable Highway.

The applicant is required to enter into a legal agreement with West Sussex County Council, as Highway Authority, to cover the proposed adoptable on-site highway works. The applicant is requested to contact The Implementation Team Leader (01243 642105) to commence this process. The applicant is advised that any works commenced prior to the S38 agreement being in place are undertaken at their own risk.

Tim Townsend
Strategic Planning

(Summary of non-highway contributions found on following pages):

LOCAL DEVELOPMENT DIVISION: SECTION 106 CONSULTATION RESPONSE

DATE: 29.08.2013

FROM: Emma Waters, Monitoring and Records

TO: Adam Charlton, 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		99.0	
	Primary	Secondary	6th Form
Child Product	1.3509	1.3509	0.7295
Total Places Required	9.4563	6.7545	1.4590
Library			
Locality		Littlehampton	
Contribution towards Angmering / Arundel / East Preston / Ferring / Findon Valley		£0	
Contribution towards Rustington / Willowhale		£0	
Contribution towards Bognor Regis / Littlehampton		£11,814	
Population Adjustment		100.2	
Sqm per population		35	
Sqm Required		0.00	
Waste			
Adjusted Net. Households		47	
Fire			
No. Hydrants		2	
Population Adjustment		100.2	
£/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	£126,866
Secondary	£136,542
Education - 6th Form	£31,987
Libraries	£11,814
Waste	No contribution required
Fire & Rescue	£1,303
No. of Hydrants	2
TAD	No contribution required

Total Contribution	£308,511
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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 63 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)