

1 May 2026

B1641/2/LB/NG

Natalie Biddulph
West Sussex County Council
Ground Floor
Northleigh
County Hall
Chichester
PO19 1RH

BY E-MAIL ONLY

Dear Natalie,

DC/26/0322 Steyning Grammar Upper School Shooting Field Steyning West Sussex BN44 3RX

Thank you for your comments in relation to the above application. Please see below our responses to each of the items raised.

- 1. As raised in pre-app, in compliance with Standard 1.6 of the National Standards for SuDS, please provide written confirmation of ownership or right to discharge at the proposed locations from the landowner (surface water discharge for catchments A1 and A2) and the asset owner (surface water discharge for catchment B).*

CTP Response:

We have reviewed the status and ownership of the receiving watercourse, the Environment Agency mapping confirms that the watercourse running through the site is not classified as a Main River.

Confirmation has also been obtained from the West Sussex County Council Ordinary Watercourse team that they are not responsible for this ditch, and a review of the Internal Drainage Board mapping confirms that the site is not within an IDB maintained district.

The legal ownership extent of the school includes the ditch in question (see enclosed title plan Appendix A). On this basis, we consider that the Applicant has the right to discharge to the watercourse for catchments A1 & A2.

In relation to catchment B, the enclosed Southern Water asset mapping confirms that the adjacent surface water sewers are maintained by Southern Water. A Section 106 application will be submitted as part of the detailed design to obtain formal approval. This is not expected to be withheld given that the existing school already connects to this network and the proposed design significantly reduces existing discharge rates through on-site flow restrictions.

Please see Appendix A enclosed in this letter for relevant documentation pertaining to the above.

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2. *Paragraph 7.1.4 of the supplied FRA and Drainage Strategy advises that a detailed topographic survey and condition assessment is currently being undertaken for the watercourse that is the discharge method for catchments A1 and A2. Similarly, paragraph 7.3.8 informs of further CCTV and surveying with the aim to provide confirmation of outfall locations (including watercourse levels) and evidence of connectivity/capacity for both the watercourse and surface water sewers. Please can we be provided with the results of these for review.*

CTP Response:

For catchments A1 and A2, the requested topographic survey and condition assessment to confirm outfall locations, levels and connectivity are enclosed within Appendix B for your review. Asset plans are found in Appendix A to facilitate the connection from catchment B.

3. *If possible, for completeness, can the titles of the calculations be updated with the correct climate change allowance.*

CTP Response:

Please see attached the calculations with the updated titles in Appendix C.

4. *We note at 7.3.2 that the proposed discharge rate to the surface water sewer for catchment B is 10.65l/s, and that the hydrobrake at SW80 (drainage layout sheet also has this rate. However, the final discharge manhole (SW82 as proposed on the same plan) states a discharge rate of 5.84l/s. Please can further details be provided as to which rate is correct, and if the lower rate is proposed, how it is to be achieved.*

CTP Response:

The correct rate is 10.65l/s and reference to the 5.84l/s has been removed, please see Appendix D.

Advisory Comments

Full details of rainwater harvesting proposals, and a construction method statement will be required, however we are content to condition these at a later stage should the application progress.

CTP Response:

We are keen to avoid any drainage conditions, please see Appendix E for the proposals regarding the rainwater harvesting system. The Construction Management Plan can be found on the planning portal, we have not attached this to this letter due to its size.

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If you have any queries, please do let me know.

Yours sincerely

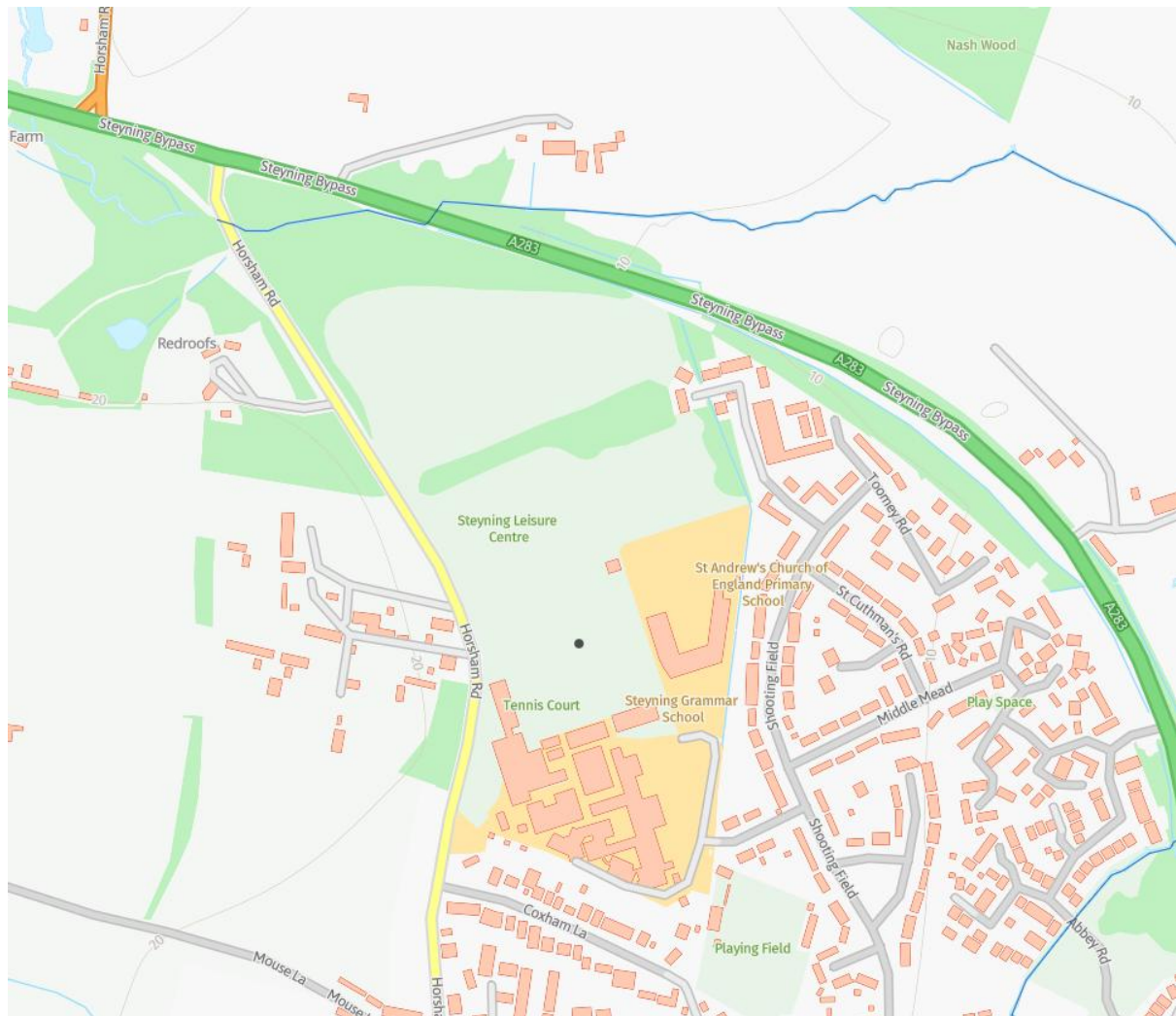


Luke Bacon
CEng MICE
For and on behalf of CTP

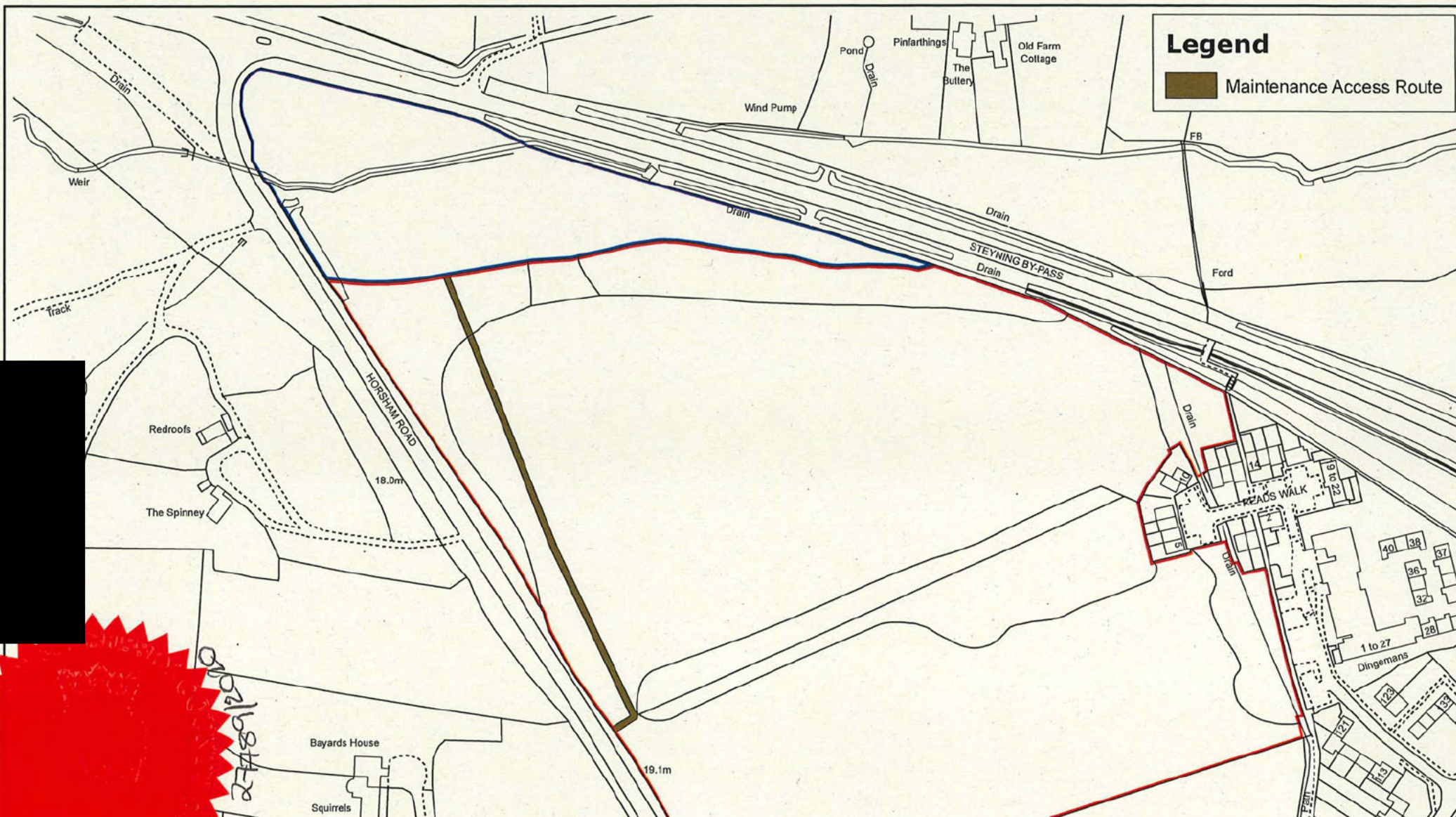
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Appendix A – Environment Agency Main River Mapping, WSCC Ordinary Watercourse Correspondence, IDB District Maps & Southern Water Asset Plan

- A1 - Environment Agency Main River Map
- A2 - School Title plans and WSCC Ordinary Watercourse Correspondence
- A3 - Internal Drainage Boards Map
- A4 - SW Asset Plans



Appendix A1: Environment Agency Main River Map



Steyning Grammar School - Shooting Field

Area	Acres	Ha	Sq M	Produced by Land & Property Information	Map Ref :	TQ1712		
					District :	HORSHAM		
				Property & Assets Directorate	Parish :	STEYNING		
					Scale @A3 :	1:1,750		
					Drawing No :	DP/V/212 P8	Plot Date : 10/11/2020	

Luke Bacon

From: Natalie Biddulph [REDACTED] on behalf of OW Consent
<OWC@westsussex.gov.uk>
Sent: 26 February 2026 12:32
To: Samuel Pilling; OW Consent
Cc: Luke Bacon; Niki Tritton
Subject: RE: Ownership Enquiry – Ordinary Watercourse at Reads Walk, Steyning Grammar School (B1641)

Hi Samuel,

You will only require ordinary watercourse consent from us for a discharge structure if there is encroachment into the flow profile of the watercourse.

We have a visual guide for the fee structure here which may be useful:

[Ordinary Watercourse Consent: Fee Structure](#)

Just to note, we encourage the use of headwalls that are set back within or flush with the existing profile, and if this is not achievable we would need to see the reasoning as to why with any associated consent application.

Our OWC website is available here, if needed:

[Ordinary watercourse land drainage consent - West Sussex County Council](#)

I hope this assists.

Kind Regards
Natalie

Natalie Biddulph

Flood Risk Management Officer | Planning Services
West Sussex County Council, Ground Floor, Northleigh, County Hall, Chichester PO19 1RH
Email: OWC@westsussex.gov.uk | Web: www.westsussex.gov.uk

From: Samuel Pilling [REDACTED]
Sent: 25 February 2026 16:37
To: OW Consent [REDACTED]
Cc: Luke Bacon [REDACTED]; Niki Tritton [REDACTED]
Subject: RE: Ownership Enquiry – Ordinary Watercourse at Reads Walk, Steyning Grammar School (B1641)

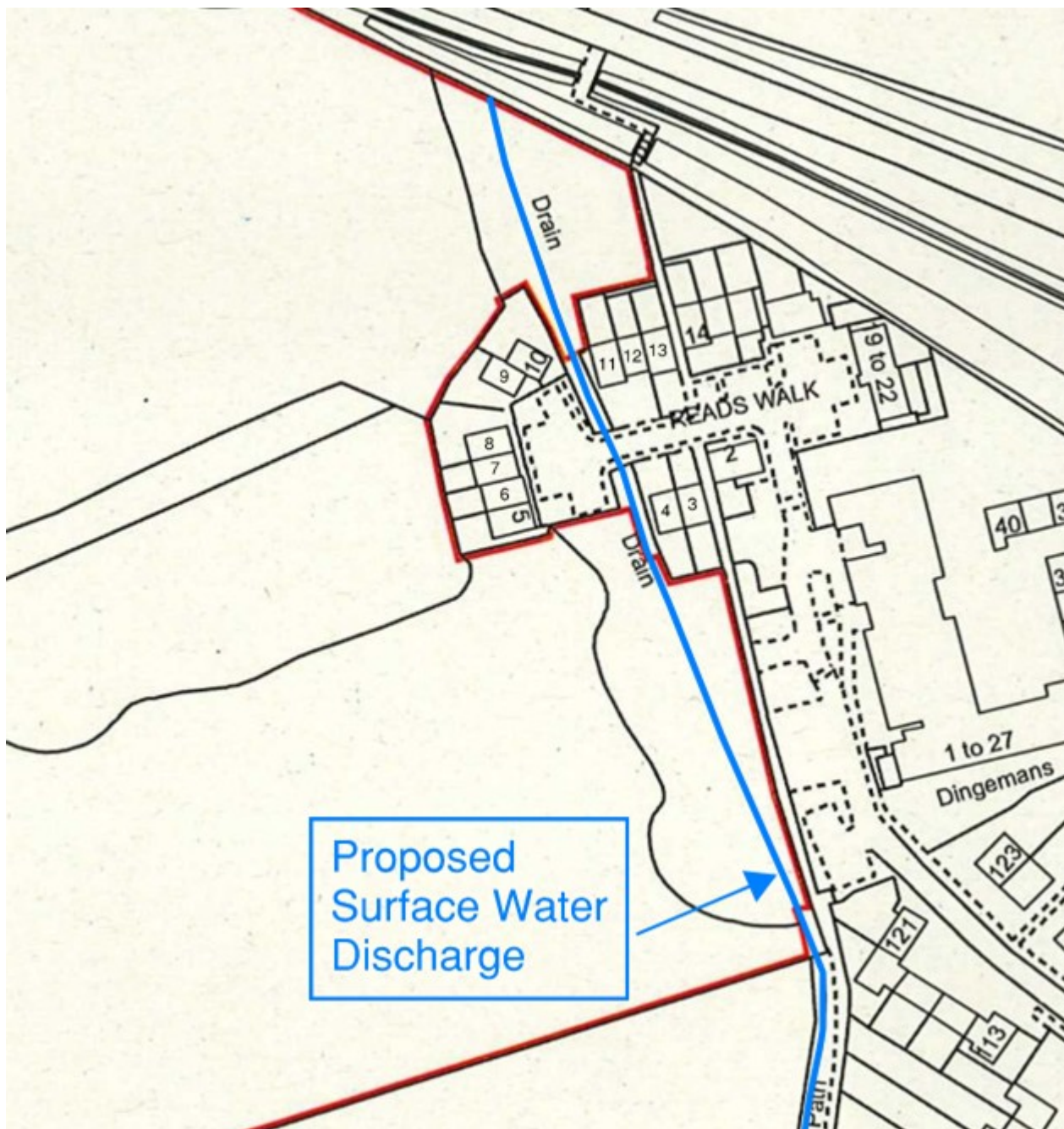
****EXTERNAL****

Hi Natalie,

Thank you for your response.

As part of the proposed development, we are intending to discharge surface water at a controlled rate to the ditch at the location indicated below.

Could you please confirm whether an Ordinary Watercourse Consent will be required for this proposal?



Kind regards,

Samuel Pilling
Senior Civil Engineer



CTP Consulting Engineers

Suffolk House, 154 High Street
Sevenoaks, Kent, TN13 1XE GB
UK

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From: Natalie Biddulph [redacted] <[redacted]> On Behalf Of OW Consent
Sent: 25 February 2026 15:25
To: Samuel Pilling [redacted] >; OW Consent [redacted]
Cc: Luke Bacon [redacted] >; Niki Tritton [redacted] <[redacted]>
Subject: RE: Ownership Enquiry – Ordinary Watercourse at Reads Walk, Steyning Grammar School (B1641)

Good Afternoon,

It is our understanding that this land parcel and associated watercourse section are not under the ownership/control of WSCC.

We would suggest contacting Land Registry to ascertain the latest ownership information to assist in your investigations.

Kind Regards

Natalie Biddulph

Flood Risk Management Officer | Planning Services
West Sussex County Council, Ground Floor, Northleigh, County Hall, Chichester PO19 1RH
Email: [redacted] | Web: www.westsussex.gov.uk

From: Samuel Pilling [redacted]
Sent: 25 February 2026 10:44
To: OW Consent [redacted]
Cc: Luke Bacon [redacted] >; Niki Tritton [redacted]
Subject: Ownership Enquiry – Ordinary Watercourse at Reads Walk, Steyning Grammar School (B1641)

****EXTERNAL****

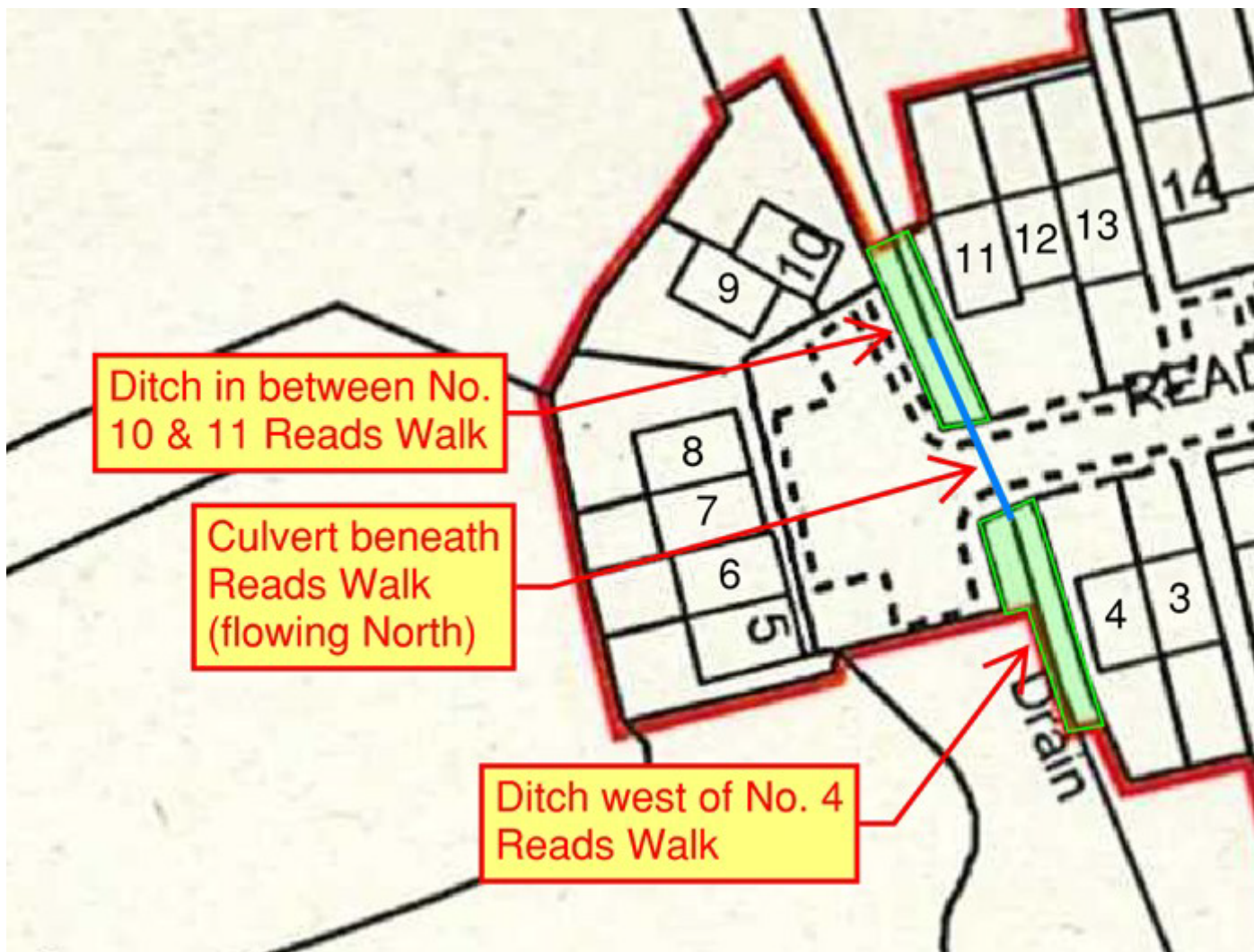
Dear Ordinary Watercourse Team,

We are currently undertaking the drainage design for the proposed redevelopment of Steyning Grammar School.

As part of this work, we have reviewed the existing ditch located to the east of the site and have a query regarding the ownership of the section that passes through Reads Walk, outside of the school's boundary.

Please refer to the attached markups showing the school ownership boundary, the full extent of the ditch, and the specific section at Reads Walk subject to this enquiry.

Could you please confirm whether West Sussex County Council holds ownership and/or maintenance responsibility for the section of ditch highlighted in green, including the culvert beneath Reads Walk? If not, we would be grateful if you could advise who is recorded as the responsible riparian owner, if known.



Please let us know if you require any further information.

Kind regards,

Samuel Pilling
Senior Civil Engineer



CTP Consulting Engineers

Suffolk House, 154 High Street
Sevenoaks, Kent, TN13 1XE GB
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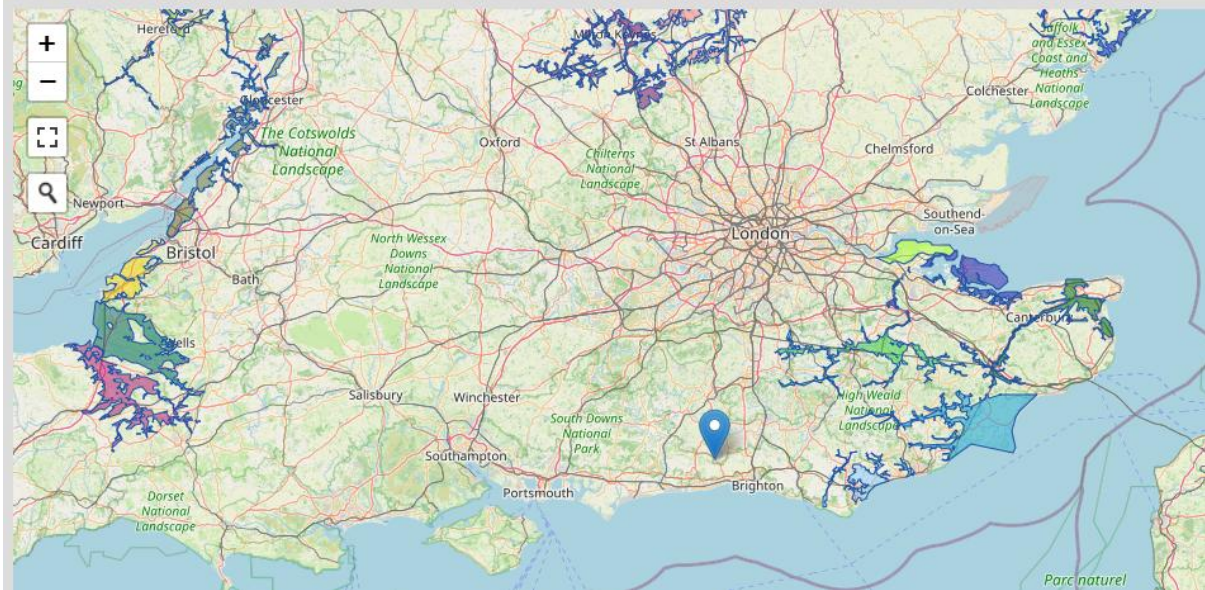
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Internal Drainage Boards Map



Appendix A3: Internal Drainage Boards Map

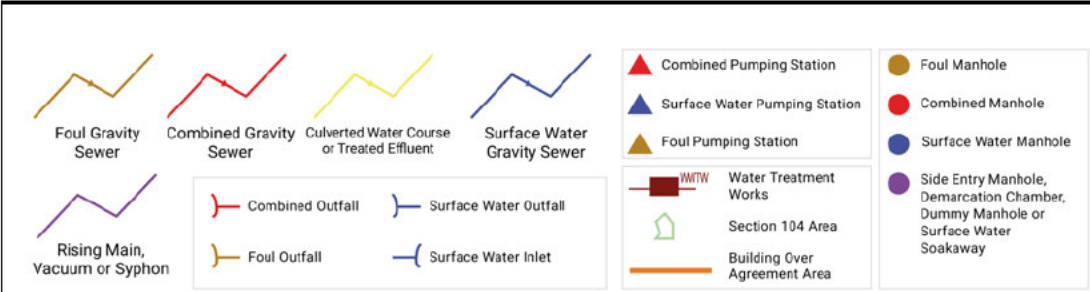


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Data updated: 20/05/25

Scale: 1:1250
Map Centre: 517562,111870

Date: 25/06/25
Our Ref: 1807778 - 1

Wastewater Plan A2
Powered by digdat



samuel.pilling@ctp-lip.com

B1641-SteyningSchool

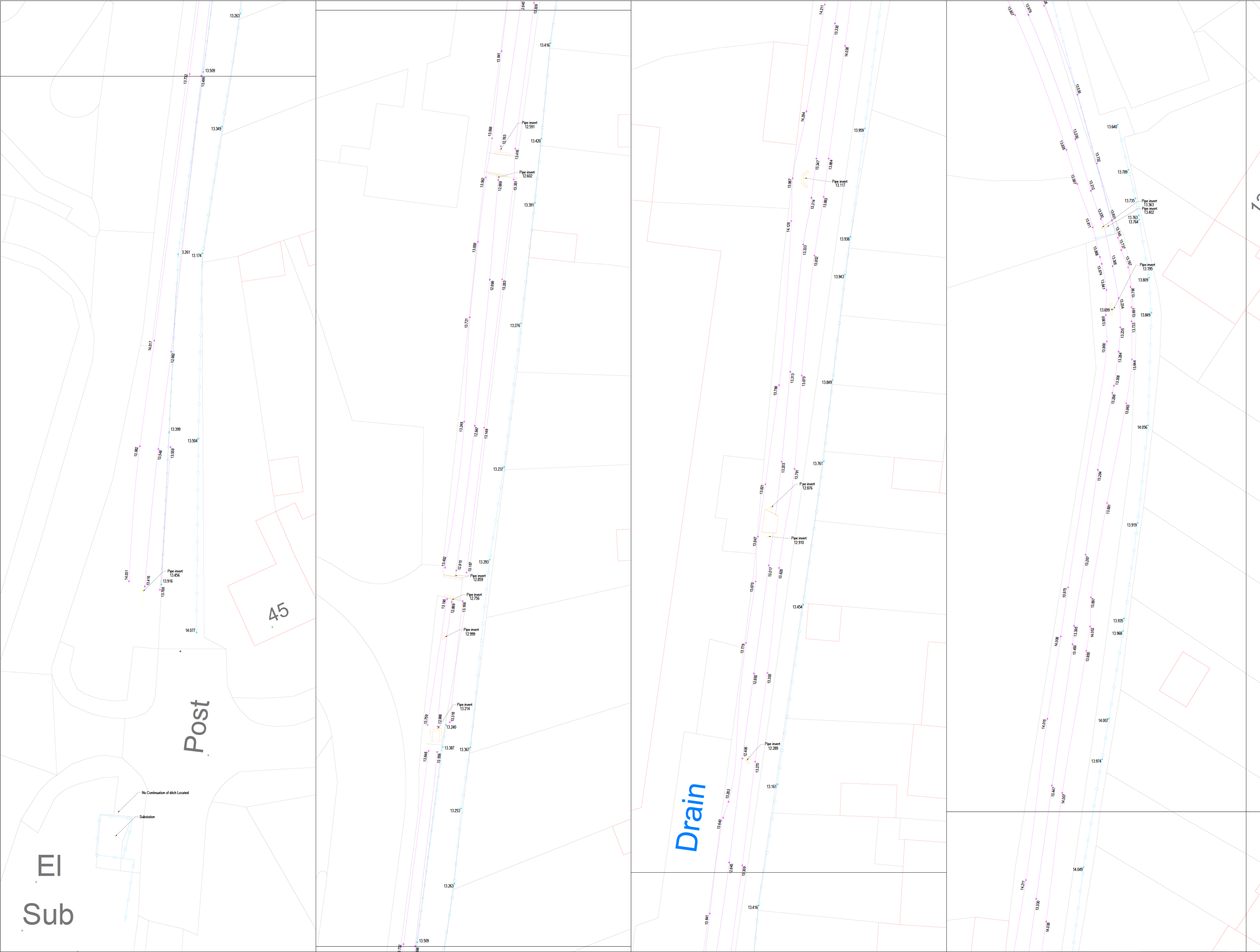


The positions of pipes shown on this plan are believed to be correct, but Southern Water Services Ltd accept no responsibility in the event of inaccuracy. The actual positions should be determined on site. This plan is produced by Southern Water Services Ltd (c) Crown copyright and database rights 2025 Ordnance Survey AC0000808122. This map is to be used for the purposes of viewing the location of Southern Water plant only. Any other uses of the map data or further copies is not permitted.

WARNING: BAC pipes are constructed of Bonded Asbestos Cement.

WARNING: Unknown (UNK) materials may include Bonded Asbestos Cement.

Appendix B – Ditch Topographic Survey, Condition Assessment and Asset Plans



Legend

BL Bullard

BS Blue Stop

BT British Telecom

CL Cover Level

CM Cover Marker

EB Bottom of Batter

EP Electricity Pole

FB Fence Post

FD Down Pipe

FW Fire Water

GV Gully

HT Height

IC Inspection Cover

IL Invert Level

KB Kerb

TOK Top of Kerb Level

LB Letter Box

LS Lamp Post

MT Manhole

MS Mile stone

MS Manhole

PS Pillar Box

RS Road Sign

RS Road Sign

SV Stop Valve

SW Storm Water

TL Traffic Light Pole

UTL Unable to Lift

VM Vent Pipe

WM Water Main

WO Wash Out

Fence Details

BW Barbed Wire

CB Chain Boarded

CL Chain Link

CP Chain Post

IR Iron Railings

IV Intermittent

Pal Pallet

PW Post & Wire

PWM Post & Wire Mesh

PS Post & Rail

CL Chain Link

SERVICE ABBREVIATIONS

BT British Telecom

CL Cable Television

CM Cover Level

CM Cover Marker

EP Electricity Pole

FB Fence Post

FD Down Pipe

FW Fire Water

GV Gully

HT Height

IC Inspection Cover

IL Invert Level

KB Kerb

TOK Top of Kerb Level

LB Letter Box

LS Lamp Post

MT Manhole

MS Mile stone

MS Manhole

PS Pillar Box

RS Road Sign

RS Road Sign

SV Stop Valve

SW Storm Water

TL Traffic Light Pole

UTL Unable to Lift

VM Vent Pipe

WM Water Main

WO Wash Out

SPOT LEVELS

+9.999

VEGETATION DETAIL

TREES

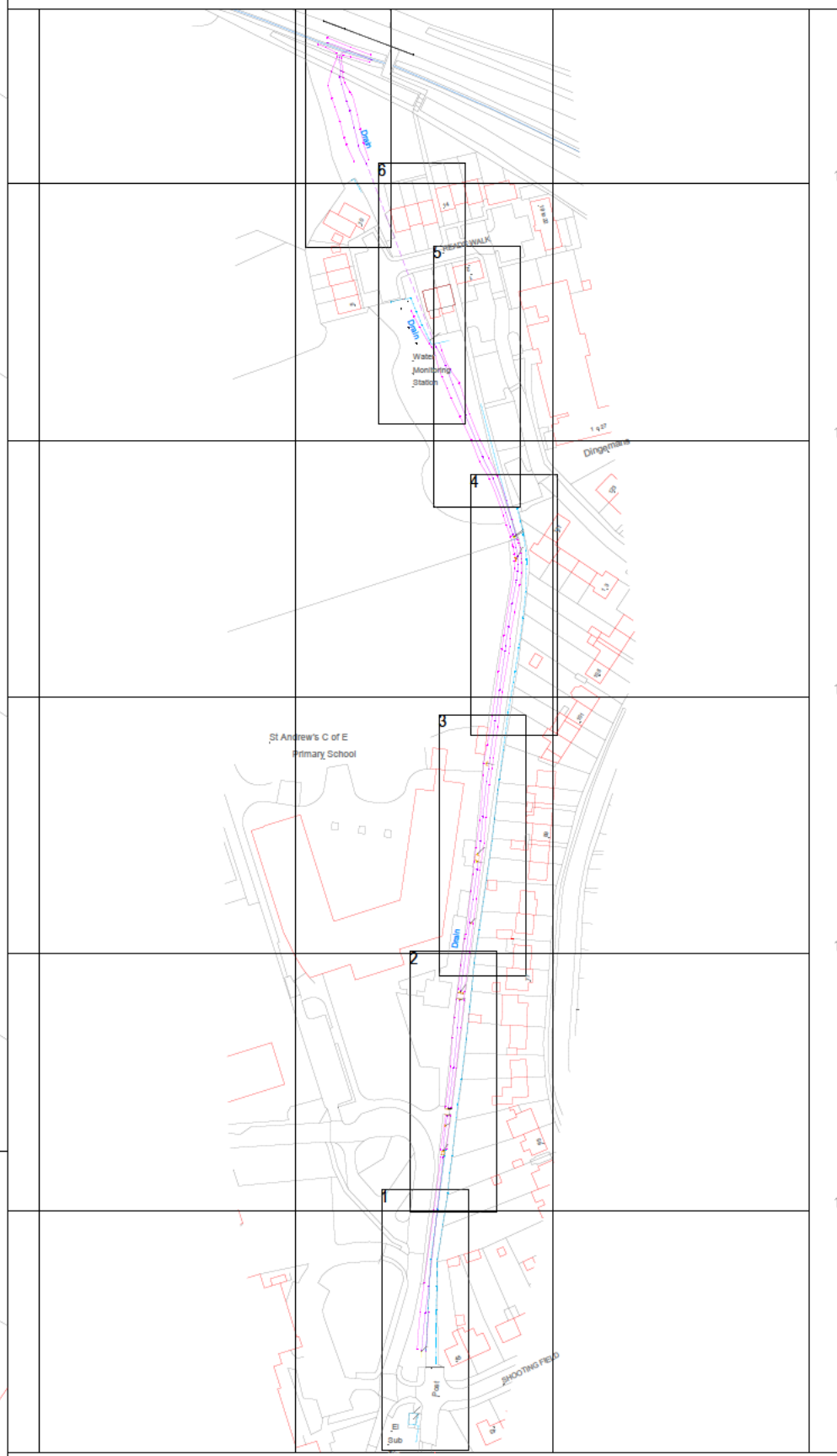
SHRUBS

Linetype Key	
Linetype	Description
	Building Outside edge of brickwork, or equivalent
	Wall external walls that are not part of the building
	Fence Fence and type of fence where applicable See legend for details
	Gate Used where a permanent gate is in a fixed location
	Kerb Line Face of kerb, channel line.
	Hard Standing concrete platform or support levels relate to ground level
Misc.	Description

Notes:

Absolute Surveys Ltd can provide all aspects of on site setting out and dimensional control. Please contact us on 07827011960 or absolutesurveysltd@gmail.com

Survey produced using GPS active network relating to Odndance datum and grid



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revisions



project	STEYNING GRAMMAR SCHOOL		
client	Bam Construction		
title	Ditch Topographical Survey		
scale	1:200@A1	date	18/02/2026
drawn	PW		

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drawing no	rev
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