



Design and Access Statement

The College Of Richard Collyer
Horsham Learning Alliance
82 Hurst Road
Horsham
West Sussex

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Portakabin®

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1 - Introduction

This Design and Access Statement (DAS) accompanies the planning application made by The College of Richard Collyer for the installation of a Portakabin double classroom building and an office space to accommodate staff and students for a temporary period.

Prepared in accordance with National Planning Policy guidance to achieve a high quality design, the scheme also considers the development needs and overall site characteristics.

On 1 September 2025, Collyer converted from a sixth form college to a 16–19 academy and became a founding member of the Horsham Learning Alliance Multi-Academy Trust, alongside The Forest School. This change reflects a strategic move towards a more collaborative and integrated approach to secondary and post-16 education within the Horsham area.

As a result of this transition, student numbers are expected to increase over the coming years, with approximately 130 new pupils due to start in September this year.

This projected increase has created a clear need for additional teaching and office space to maintain the delivery of high-quality education. Following the successful installation of Portakabin buildings in recent years, Collyer has once again engaged Portakabin Ltd to provide modular accommodation that can be installed on site ahead of the development of the permanent building.

The future development of the campus forms part of a separate planning application, which proposes state of the art teaching and learning facilities to meet both current and future demand.

This application seeks temporary planning approval of 156 weeks.

This document should be read in conjunction with the accompanying drawings and documents.



2 - Site History

Collyer's was founded nearly 500 years ago in 1532 by a London Mercer and Merchant Richard Collyer. Over the last five centuries, the college grew and was refurbished before being completely rebuilt in 1840 at the original site. The school was moved in 1893 into the 'new' grammar school building on Hurst Road. In 1976 the grammar school converted to become a mixed sixth-form college. Collyer's has continued to grow each year due to its reputation as the leading state provider of A Levels in West Sussex.

Following a period of consultation and strategic review, the College converted to academy last year and is a member of Horsham Learning Alliance.

Currently, Collyers with over 2710 students on a roll is one of the leading colleges, in the country that enjoys a strong reputation in the region and attracts a high number of students each year.

In response to the high demand for placements, the college has continued to develop and expand over the years. In 2022 a brand new café was opened and one year later a new 10-classroom teaching block was completed. More recently in 2024 and 2025 several temporary buildings have been installed to accommodate the increase in pupil numbers.

In 2019, the college submitted a major development application (planning reference: DC19/0687) for the demolition of the single-storey nursery buildings and their replacement with a two-storey general teaching block, along with associated landscaping. These works are expected to be completed within the next three to four years.

The Portakabin logo consists of the word "Portakabin" in a white, sans-serif font, set against a solid red rectangular background.The page number "03" is displayed in a large, stylized font. The digits are black with a red outline, and the "0" contains a small red dot.

3 - Site in context

The College Of Richard Collyer is located in Hurst Road in Horsham in a highly sustainable location, within Horsham Town, and walking and cycling distance to the town centre.

The site is bordered by small residential areas to the north. To the west, opposite the college, lies Horsham Hospital, while to the south are the Police and Fire Stations, the Magistrates' Court, the Royal Mail depot, and a Leisure Centre. To the east, the site benefits from nearby rail services providing connections to Billingshurst, Pulborough, Arundel, and Barnham, with onward links to Chichester and Worthing.

The proposed works will not require any access near the listed asset, nor will they be visible within its setting.

The proposal has been designed with careful consideration for the amenity of nearby properties.

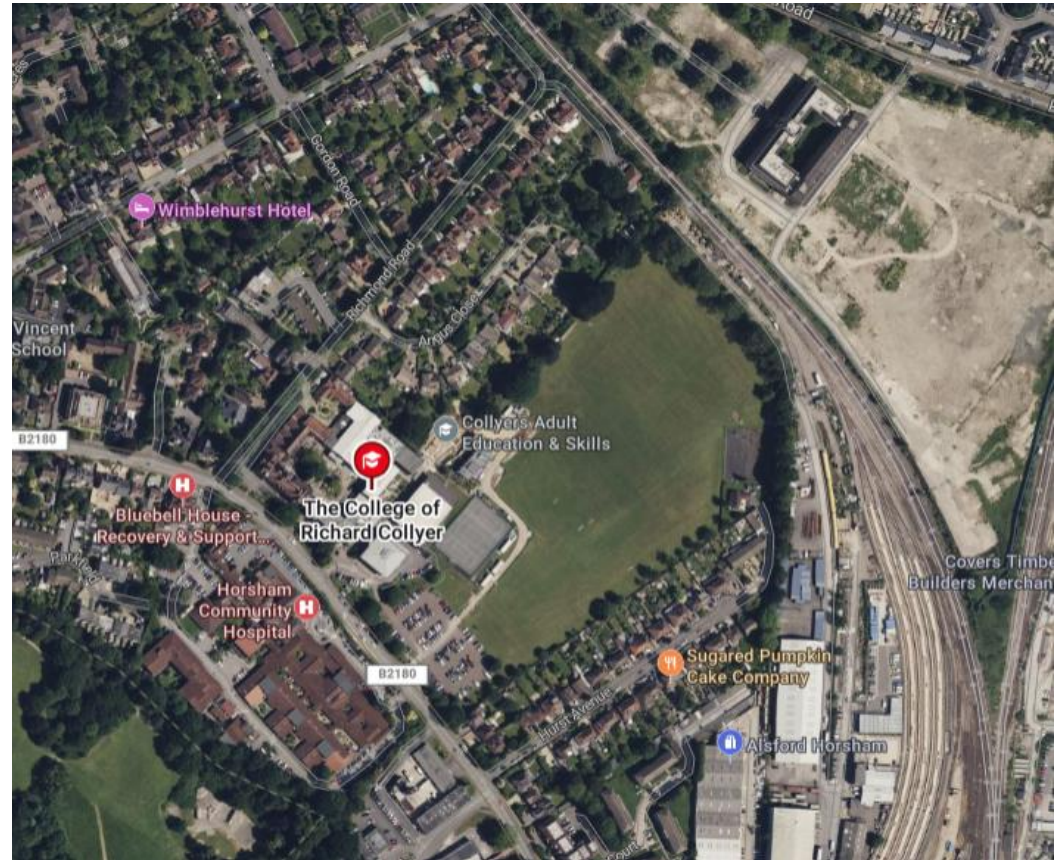
The temporary buildings will be positioned away from residential dwellings and public roads.

The installation of the Portakabin units will not alter the overall character of the site, as they represent a modest addition to the existing built form and will remain in place only for a temporary period.

A Heritage Statement is submitted alongside this application.

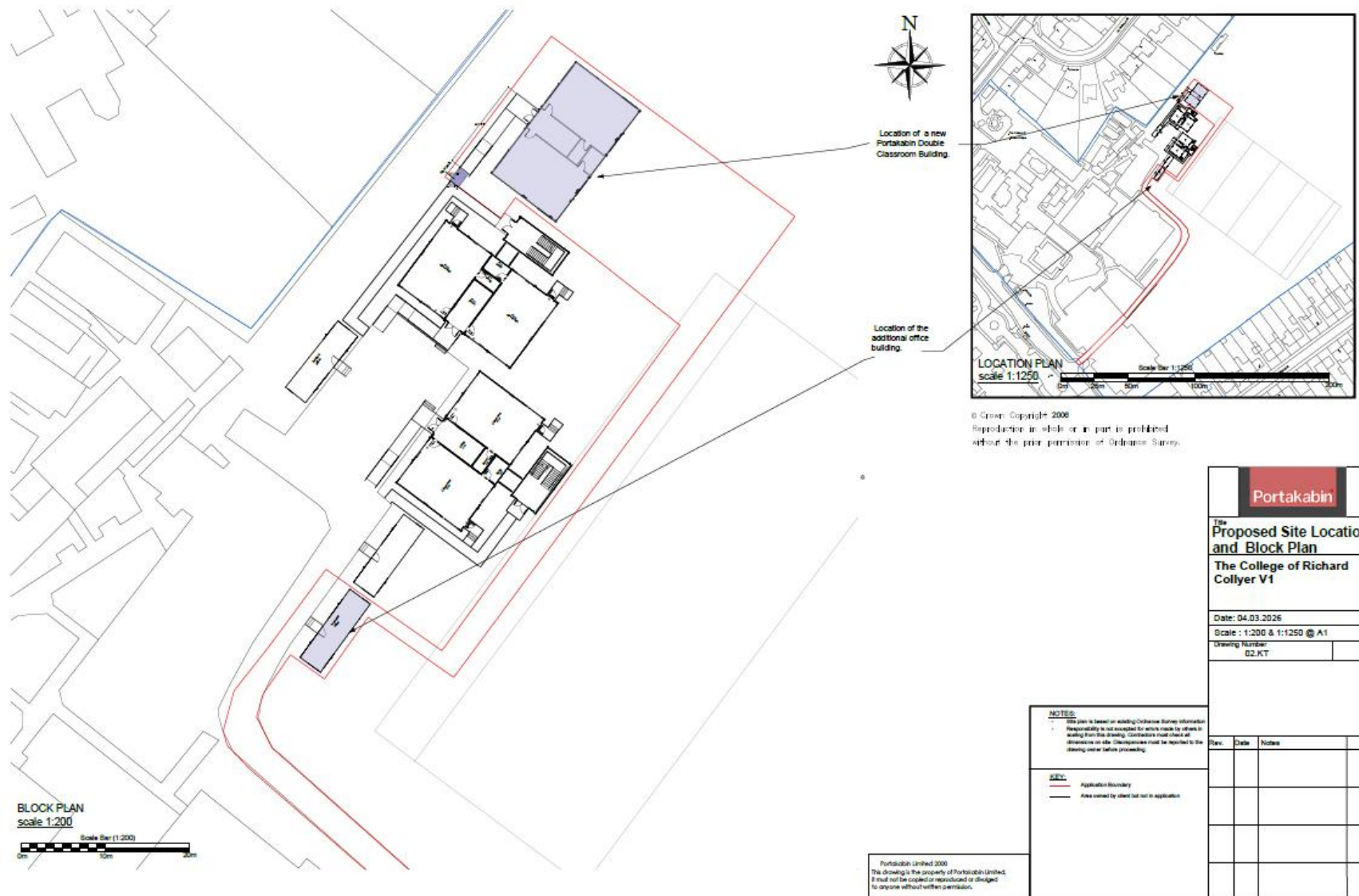
3.1 – Location of site

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3.1 – Location of site

Position of the proposed temporary Portakabin buildings .



3.2 – Development site photographs

Photographs show the area where the temporary *Portakabin* buildings will be located.

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4 - Design Principles and Context

4.1 – Use

This application seeks planning permission for the installation of one *Portakabin* office building and *Portakabin* classroom building for a period of 156 weeks.

The office building will be used by members of staff that currently cannot be allocated within the existing estate.

The *Portakabin* classrooms will be used by approx. 50 students.

These buildings are necessary to continue to provide education to all students while a new development is finalised.

4.2 – Amount

The *Portakabin* office building has an overall floor space 29.60sqm and each identical double classroom building will be 156sqm in floor area. The combined development area will be 185.60 sqm.

4.3 – Layout

The temporary Portakabin buildings will provide modern classrooms and office spaces suitable for delivering first class education and working environments for staff. The buildings will be equipped with efficient heating, ventilation and lighting.

4.4 – Scale

The *Portakabin* office building has an overall height of 2573mm, is 10242mm in length and 3512mm in width.

Portakabin double classroom building has an overall height of 3512mm, is 16776mm in

length and 9832mm in width (please note overall height may vary slightly with ground levels).

Careful consideration has been given to the site's proximity to residential properties to ensure the proposal will not affect the neighbouring residents.

4.5 – Landscaping

The proposed office and classroom buildings will be sited on a vacant grassed area, as shown on the proposed site location plan. This part of the site has been chosen by the school as it is within a secure area and adjacent to an existing modular classroom block and hardstanding area. The landscaping will be limited to installation of foundations and connection to the necessary services. No works near trees are planned as part of the proposal.

4.6 – Appearance

The *Portakabin* buildings are manufactured and prefabricated at *Portakabin Limited*, New Lane, Huntington, York.

External walls are a grey durable one-piece construction with high-performance, low maintenance plastisol-coated galvanised steel cladding to offer protection against fire, extreme weather and accidental damage.

The roof deck is of one-piece construction and is impact resistant.

Internally, the polyester-coated galvanised steel ceiling is designed to prevent condensation problems and has a low-maintenance finish. The walls are of vinyl-faced plasterboard, providing a wipe-clean finish. The prefabricated nature of the buildings results in minimal impact on the environment in terms of both construction and use.

The Portakabin logo, featuring the word "Portakabin" in white sans-serif font on a red rectangular background.

4.7 – Access

The site is currently accessed via Hurst Road & Richmond Road.

4.7.1 – Vehicle and transport links

The College significant parking for students, staff and visitors. There are three designated parking spaces at the front of the College.

The College has easy access to the railway station and is served by bus stops directly outside the College. There is a regular bus services and bus stops directly outside the entrance on Hurst Road and within a short walking distance of the train station.

Collyer introduced loan scheme for staff to purchase bicycles and seasonal tickets for public transport and encourages car sharing and cycling.

Additionally the College offers a subsidised bus from Worthing which travels along the A24 and picks up students from Washington and Ashington.

Installation of the *Portakabin* buildings will not affect current car parking arrangements, neither vehicle or pedestrian access to the site.

4.7.2 – Access

Access into the *Portakabin* buildings will served via compliant ramp and steps.



5 – Conclusion

The academy conversion provides the College with greater flexibility in governance, funding, and long-term planning, supporting both the projected growth in student numbers and the continued development of the campus. This application should therefore be viewed within the context of this wider organisational transition and the need to manage expansion in a sustainable and coordinated manner.

The proposed temporary Portakabin buildings offer a practical and efficient solution to accommodate staff and students during the delivery of the major development works. Their prefabricated and temporary nature ensures minimal environmental impact, while their proven safety, functionality, and appearance make them well suited to the educational setting.

Portakabin buildings can be installed quickly, used for the required period, and removed without causing lasting change to the site. Careful planning of construction logistics and delivery will ensure that installation is carried out with minimal disruption to college operations.

The temporary accommodation will enable the College to continue delivering first-class education throughout the construction period, ensuring continuity for pupils, staff, and the wider community.

We trust this Design and Access Statement demonstrates that the proposal accords with relevant planning policy and represents a necessary and proportionate measure to maintain high-quality educational provision while permanent development works are underway.

