

WCC Modelling Protocol

Advice Note 010 – Model Licencing Submission: Timing and Assumptions

Protocol Category	Model Licensing	Version	001
cc	Warwickshire County Council	File reference	WCC_MP_AN010.V001
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Introduction

1. This Advice Note (AN) has been produced to explain Warwickshire County Council’s (WCC) expectations concerning timescales around the submission of model outputs provided under licence.

Overview

2. WCC set out the requirements and expectations for model licencing within Advice Note 00 and WCC also set out expectations around the reporting of scenarios within Advice Note 002. The advice provided within this note is expected to be reviewed in conjunction with these notes.

Due Diligence

3. Every effort is made to ensure that the model scenarios provided under licence are appropriate both in terms of the base model (and associated calibration and validation parameters) and future year scenarios (and associated development and forecast assumptions).
4. WCC expects that the licensee will also undertake a review of the information pertaining to the model scenarios and assumptions to ensure that they are appropriate at the time that the model was released.

Validity

5. WCC recognises that the models are licenced for a period of 12 Months. However, WCC considers that it is reasonable to expect that outputs extracted from the models should be submitted within **6 Months** of the date of model issue.
6. Submission after this date does not invalidate the modelling work but it is pertinent for the licensee to confirm that no significant changes to the development assumptions contained within the modelling are required to ensure that the submission is accounting for the latest planning assumptions and any key network interventions.

Assumption Checking

7. Model assumptions, particularly concerning proximate developments or those of a sufficient size to influence the development assessment outcomes should be identified during the scoping stage. At that point developments which aren't approved but may be in the intervening period can be identified and, through scoping, WCC can advise on how they should be treated in the assessment.
8. However, it should be recognised that the movement of development applications through the planning system is ongoing and, as such, the status of developments may change after the initial scoping has been agreed or, more specifically, new developments may be introduced and/or approved that were not included in the original assessment scope and are now likely to influence the outcomes of an assessment.
9. For those reasons WCC advise that a 6 month window prior to the review of assumptions is appropriate. Following the expiration of the 6 month window, WCC advises that, prior to the outputs being submitted for review, the key assumptions within the model scenarios are checked and the validity confirmed.
10. Assumptions may not be valid if a development previously omitted from the model scenarios has subsequently been permitted and is now classified as reasonably foreseeable.
11. Similarly, if a scheme has previously been omitted and/or assumed and there has been a material change to the status of that scheme then it may be prudent to include or remove as appropriate and prior to finalisation of the model runs.
12. Finally, updates to the Department of Transport's National Trip End Model, as well as more localised changes in development delivery trajectories will also impact on the core assumptions which are adopted within the future year model scenarios.

Revisiting Model Assumptions

13. WCC considers that it is not necessarily the case that the model results will be invalid after 6 months but that it is essential that WCC's position is confirmed by the licensee prior to submission.
14. Should WCC consider that assumptions have changed such that they may alter conclusions drawn from the modelling then WCC will request that the licensee make use of the most recent model scenarios to ensure the key assumptions are accounted for within the development appraisal process.
15. Changes may be accounted for via sensitivity testing or via an update to all 'core' model scenarios depending upon the significance of the assumptions which are now being incorporated into the model scenarios.
16. Failure to complete these checks and account for any necessary changes advised by WCC may invalidate the modelling submission in full and prevent WCC from being able to comment on the associated model results.