

**WEST SUSSEX COUNTY COUNCIL
PLANNING SERVICES DIVISION: SECTION 106 CONSULTATION RESPONSE**

DATE: 3rd December 2025

FROM: Naomi Hoyland

DISTRICT COUNCIL: Adur

Application Number: AWDM/0738/25

**The Provision of Service Infrastructure Related to: 39 - 41 Brighton Road,
Shoreham-by-sea, West Sussex, BN43 6RE**

Planning Application details – Outline application for the demolition of the existing building and the erection of a one to nine-storey block of residential apartments, a commercial unit (Class E), with associated cycle parking and car parking

Without prejudice to the informal representations of the County Council in respect of the above planning proposal, I am writing to advise you as to the likely requirements for contributions towards the provision of additional County Council service infrastructure, other than highways and public transport that would arise in relation to the proposed development.

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

The planning obligation formulae below are understood to accord with the Secretary of State's policy tests outlined by the in the *National Planning Policy Framework, 2019*.

The CIL Regulations 2010 (as amended by the CIL amendment Regulations 2019) came into force on 1st September 2019 and clarify that an authority collecting contributions through the use of S106 agreements may now lawfully charge a fee for monitoring the planning obligations they contain. From 1st April 2025 West Sussex County Council will increase the S106 monitoring fee to £270 per trigger, per year of monitoring. Financial triggers are monitored for an average of three years and will therefore produce a fee of £810 per trigger, with non-financial triggers taking around six years to fulfil and therefore costing £1620.

The advice is as follows:

1. School Infrastructure Contribution

1.1 The Director for Children and Young People's Services advises that it appears that at present primary/secondary/further secondary schools within the catchment area of the proposal currently would not have spare capacity and would not be able to accommodate the children generated by the assumed potential residential development from this proposal. Accordingly, contributions would need to be requested. However, the situation will be monitored and further advice on all of the main education sectors, (i.e. Primary/Secondary/Further Secondary) should be sought if this planning application is to be progressed.

1.2 Financial Contribution

The financial contribution sought by the County Council would be based on: the estimated additional population that would be generated by the proposed development, reduced to reflect any affordable dwellings (by which we mean Social Rented dwellings, but NOT Shared Equity, Intermediate or Key Worker status dwellings) for occupation by persons already residing in the education catchment area; the County Council's adopted floorspace standard for education provision; and the estimated costs of providing additional education floorspace. As the housing mix is not known at this stage, I propose the insertion of a formula into any legal Agreement in order that the school infrastructure contribution may be calculated at a later date. The formula should read as follows:

The Owner and the Developer covenant with the County Council that upon Commencement of Development the Owner and/or the Developer shall pay to the County Council the School Infrastructure Contribution as calculated by the County Council in accordance with the following formula:-

$$\begin{aligned} & (\text{Cost Multiplier (Primary)} \times \text{TPR} = \text{Primary Education Contribution}) + (\text{Cost} \\ & \text{Multiplier (Secondary)} \times \text{TPR} = \text{Secondary Education Contribution}) + (\text{Cost} \\ & \text{Multiplier (Further Secondary)} \times \text{TPR} = \text{Further Secondary Education Contribution}) \\ & = \text{Education Contribution where:} \end{aligned}$$

Note: x = "multiplied by ..."

Cost Multiplier = For allocated sites means Faithful and Gould costs produced in 'Developer Contributions Exercise Order of Estimates – Education Infrastructure', December 2021 (Rev 1).

For Windfall Sites means Department for Education (DfE) scorecard figures

Total Places Required (number of school places the Development will generate)
= Average Child Product (ACP) x Year Groups

ACP = The estimated additional number of school age children likely to be generated by the Development calculated by reference to the total number of Housing Units/Dwellings, less any allowance for affordable dwellings (which for Adur District is 100% for social rented/affordable rent but for all other forms of affordable tenure no discount is applied), as approved by a subsequent reserved matters planning application. WSCC use the latest published county wide occupancy rates from the census statistics published by the Office for National Statistics. The current occupancy rates are given below as a guideline only:

	Dwelling Size	Occupancy	
		House	Flat
1 bed	=	1.4	1.3
2 bed	=	1.9	2.0
3 bed	=	2.5	2.6
4+ bed	=	3.0	2.5

To determine an overall population increase the following factors are applied.

There are 13 persons per 1000 population in each school year group for houses and 8 persons per 1000 population in each school year group for flats (2021 Census data).

Year Groups = There are 7 year groups for Primary (years R to 6) and 5 for Secondary (years 7 to 11). For Sixth Form there are two year groups (years 12 and 13) but a factor of 0.54 is applied to the TPR figure as this is the average percentage of year 11 school leavers who continue into Sixth Form education in West Sussex.

- 1.3 The primary education contribution generated by this proposal shall be spent on additional facilities at Buckingham Park Primary School, or another primary school in the

planning area of Shoreham should this be more suitable at the time that the contribution is made.

- 1.4 The secondary education contribution generated by this proposal shall be spent on additional facilities at Shoreham Academy, or another secondary school in the planning area of Shoreham should this be more suitable at the time that the contribution is made.
- 1.5 The further secondary education contribution generated by this proposal shall be spent on additional facilities at Shoreham Academy Sixth Form, or another sixth form facility in the planning area of Shoreham should this be more suitable at the time that the contribution is made.

2. Library Infrastructure Contribution

- 2.1 The County Librarian advises that the proposed development would be within the area served by Shoreham Library and that the library would not currently be able to adequately serve the additional needs that the development would generate.

However, a scheme is approved to provide additional floorspace at the library. In the circumstances, a financial contribution towards the approved scheme would be required in respect of the extra demands for library services that would be generated by the proposed development.

- 2.2 Financial Contribution

The financial contribution sought by the County Council would be based on: the estimated additional population that would be generated by the proposed development (reduced to reflect any affordable dwellings (by which we mean Social Rented dwellings, but NOT Shared Equity, Intermediate or Key Worker status dwellings); the County Council's adopted floorspace standard for library provision; and the estimated costs of providing additional library floorspace. As the housing mix is not known at this stage, I propose the insertion of a formula into any legal Agreement in order that the library contribution may be calculated at a later date. The formula should read as follows:

The Owner and the Developer covenant with the County Council that upon Commencement of Development the Owner and/or the Developer shall pay to the County Council the Libraries Infrastructure Contribution as calculated by the County Council in accordance with the following formula:-

$L \times AP =$ Libraries Infrastructure Contribution where:

Note: x = multiplied by.

AP (Additional Persons) = The estimated number of additional persons generated by the Development calculated by reference to the total number of Housing Units/Dwellings less any allowance for Affordable Housing Units, as approved by a subsequent reserve matters planning application. Using the latest published occupancy rates from census statistics published by the Office for National Statistics with the current occupancy rates given as a guideline:

Dwelling Size		Occupancy	
		House	Flat
1 bed	=	1.4	1.3
2 bed	=	1.9	2.0
3 bed	=	2.5	2.6
4+ bed	=	3.0	2.5

L = Extra library space in sqm. per 1,000 population x the library cost multiplier (which currently for the financial year 2025/2026 are [30/35 sq.m] and £6,621 per sqm respectively).

2.3 The contribution generated by this proposal shall be spent on providing additional facilities at Shoreham Library.

3. Fire & Rescue Service Infrastructure

3.1 Fire Stations

The County Fire Officer advises that a financial contribution from the proposed development towards the cost of fire and rescue infrastructure, principally fire stations and services serving the area within which the proposal stands, would be required. This is necessary due to proposed development in the Southern division and the resultant need to improve service provision across the area. The proposed development should proportionately contribute towards the cost of necessary infrastructure needed to support development.

3.2 Financial Contribution (excluding provision of fire hydrants)

The financial contribution sought by the County Council would be based on: the estimated additional population that would be generated by the proposed development, reduced to reflect any affordable dwellings (by which we mean Social Rented dwellings, but NOT Shared Equity, Intermediate or Key Worker status dwellings) for occupation by persons already residing in the fire service provision area; the County Council's adopted standards of fire service cover provision; and the estimated costs of providing additional fire stations.

The Owner and the Developer covenant with the County Council that upon Commencement of Development the Owner and/or the Developer shall pay to the County Council the Fire and Rescue Infrastructure Contribution as calculated by the County Council in accordance with the following formula:-

$Y \times Z = \text{Fire and Rescue Service Contribution}$ where:

Note: x = multiplied by.

Y = The estimated adjusted increase in population generated by the Development, calculated by reference to the total number of Housing Units, less any allowance for Affordable Housing Units as approved by a subsequent reserved matters approval. Using the latest published occupancy rates from census statistics published by the Office for National Statistics, with the current occupancy rates given as a guideline:

Dwelling Size		Occupancy	
		House	Flat
1 bed	=	1.4	1.3
2 bed	=	1.9	2.0
3 bed	=	2.5	2.6
4+ bed	=	3.0	2.5

Z = the estimated costs of providing additional Fire and Rescue Infrastructure per head in the Southern Service Division of West Sussex at the time of payment (which, for information, for 2025/2026 is £19 for Southern Division)

Fire and Rescue Service Contribution to be used towards supply and installation of additional fire safety equipment/smoke alarms to vulnerable persons homes in West Sussex Fire Rescue Services Southern Area serving Shoreham.

4. Transport

4.1 Please see separate response from the Highway case officer for bespoke requirements.

General points

Please ensure that the applicants and their agents are advised that any alteration to the housing mix, either size, nature or tenure, may generate a different population and 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.

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.

Review of the contribution towards the provision of additional County Council services should be by reference to an appropriate index, preferably RICS BCIS All-In TPI. This figure is subject to annual review.

Appropriate occupancy rates using the latest available Census data will be used.

Should you require further general information or assistance in relation to the requirements for contributions towards the provision of County Council service infrastructure please contact, in the first instance, the Planning Applications Team officer, named above.

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.

Where land is to be transferred to the County Council as part of the development (e.g. a school site) that we will require the developer to provide CAD drawings of the site to aid design/layout and to ensure that there is no accidental encroachment by either the developer or ourselves.

cc: Russell Allen, WSCC Library Services (via email),
Tracey Dunn, WSCC Children and Young People's Services (via email),
Molly Lockett, James McGrath, WSCC Fire Services (via email),