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Arun District Council, Civic Centre, Maltravers Rd  
Littlehampton, West Sussex, BN17 5LF  
[www.arun.gov.uk](http://www.arun.gov.uk)



**Our priorities...**

 Improving the wellbeing of Arun	 Delivering the right homes in the right places	 Supporting our environment to support us	 Fulfilling Arun's economic potential	 
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**From:** [Redacted]  
**Sent:** 17 October 2025 06:40  
**To:** Harry Chalk <Harry.Chalk@arun.gov.uk>  
**Subject:** Re: Call

**CAUTION:** This email originated from outside of the organisation. You should take extra care when clicking links or opening attachments - if you are unsure the content is safe contact the IT Helpdesk before clicking or opening.

Hi Harry,  
Just to say that I've spoke to the applicant and they are happy with the suggested extension of time. Hopefully this is all we need!  
Best wishes  
Lee

Sent from my iPhone

On 16 Oct 2025, at 08:38, Harry Chalk <[Harry.Chalk@arun.gov.uk](mailto:Harry.Chalk@arun.gov.uk)> wrote:

Hi Lee,

I am aware it is moving along, and adjustments have been made. I will pass your feedback on to the Legal Team to see if they have any comments on your views prior to finalising the document. Apologies that the template is taking longer than anticipated.

Would you be willing to agree a further EoT until 24/10/25 for the time being?

Kind regards,

**Harry Chalk, MSc**  
**Senior Planning Officer, Development Management**

T: 01903 737577

E: [harry.chalk@arun.gov.uk](mailto:harry.chalk@arun.gov.uk)

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<image003.jpg>

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**From:** Lee Scott [REDACTED]  
**Sent:** 15 October 2025 12:42  
**To:** Harry Chalk <[Harry.Chalk@arun.gov.uk](mailto:Harry.Chalk@arun.gov.uk)>  
**Subject:** Re: Call

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Hi Harry,

I was just wondering how you're getting on with the UU on this - as conscious the 17th is nearly on us.

We did look at the draft UU, and the only thing we weren't sure about was whether it is necessary to include a reference to 3 years at para 2 of schedule 2 as there's nothing in the self build act 2015 that specifically requires occupation for this length of time for it

to be defined as a self build dwelling (para 1.10 of the draft UU refers to this section 1 of this Act). I'm assuming the three year reference comes from CIL, and so not directly relevant in my view as CIL is dealt with separately.

Also, we think the requirement at para 4 of schedule 2 (to only sell the site to a prospective self builder) should fall away once the development has commenced, as if for any reason the site needs to be sold the development would no longer meet the definition of a self build as the purchaser would have had no input to design etc.

Many thanks  
Lee

**Lee Scott**  
Director

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<image006.png>

On 3 Oct 2025, at 10:31, Harry Chalk <[Harry.Chalk@arun.gov.uk](mailto:Harry.Chalk@arun.gov.uk)> wrote:

Hi Lee,

My understanding is that it is undergoing final checks next week. But that's the extent of my knowledge currently. Of course, this is all very new for us, and other LPAs. I will keep you updated.

Would you be willing to agree an EoT until 17/10/25 for the time being? Of course, once we receive the finalised agreement and it is then signed and submitted, our Legal Team will need to begin checking it and this may take a further few weeks, but it would be good to keep the application going whilst still in time for the moment.

Kind regards,

**Harry Chalk, MSc**  
**Senior Planning Officer, Development Management**

T: 01903 737577

E: [harry.chalk@arun.gov.uk](mailto:harry.chalk@arun.gov.uk)

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<image004.jpg>

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**From:** Lee Scott [REDACTED]  
**Sent:** 03 October 2025 10:13  
**To:** Harry Chalk <[Harry.Chalk@arun.gov.uk](mailto:Harry.Chalk@arun.gov.uk)>  
**Subject:** Re: Call

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Hi Harry,

Thanks for passing this on. Do you have a rough idea of how long it might be until you have a finalised version of the UU that you guys are happy with?

Many thanks  
Lee

**Lee Scott**  
Director

<image005.png>

[REDACTED]  
[www.scottplanning.com](http://www.scottplanning.com)

<image006.png>

On 3 Oct 2025, at 08:14, Harry Chalk  
<[Harry.Chalk@arun.gov.uk](mailto:Harry.Chalk@arun.gov.uk)> wrote:

Good morning, Lee,

I have been informed that we should have a draft of the S.106 for self-build next week. It is just undergoing final checks. I also understand it is broadly the same as the one attached (sent previously) but it has had a minor amendment and will specify the legal checking fee required. You may wish to hold off on this point until I have acquired the finalised template.

Kind regards,

**Harry Chalk, MSc**  
**Senior Planning Officer, Development Management**

T: 01903 737577

E: [harry.chalk@arun.gov.uk](mailto:harry.chalk@arun.gov.uk)

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<image004.jpg>

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**From:** Harry Chalk

**Sent:** 17 September 2025 11:15

**To:** Lee Scott [REDACTED]

**Subject:** RE: Call

Hi Lee,

Also as discussed, please see our first draft of the self-build S.106 agreement we may require in due course.

Kind regards,

**Harry Chalk, MSc**  
**Senior Planning Officer, Development Management**

T: 01903 737577

E: [harry.chalk@arun.gov.uk](mailto:harry.chalk@arun.gov.uk)

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**From:** Lee Scott [REDACTED]

**Sent:** 17 September 2025 10:07

**To:** Harry Chalk <[Harry.Chalk@arun.gov.uk](mailto:Harry.Chalk@arun.gov.uk)>

**Subject:** Call

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Hi Harry,

I've just had a missed call from ADC -which I'm assuming was you. I'm around all morning if you'd like to try me back?

Many thanks  
Lee

**Lee Scott**  
Director

<image005.png>



<image006.png>

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<draft self build UU.docx>

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