

**PLANNING SERVICES DIVISION:  
SECTION 106 CONSULTATION RESPONSE FOR ARUN DISTRICT COUNCIL**

**DATE: 12<sup>th</sup> June 2025**

**FROM: Naomi Hoyland**

**DISTRICT/BOROUGH COUNCIL: Arun**

**Application Number: BR/67/25/PL**

**The Provision of Service Infrastructure Related to Development at 57 Queensway,  
Bognor Regis, PO21 1QN**

**Planning Application details - Demolition of existing brick-built garages, removal of canopy structure, remediation of contaminated land and construction of 18 No. flats over 3 storeys with pitched roofs. This application is in CIL Zone 4 (Zero Rated) as flats**

**Summary of Density per Infrastructure Demands**

<b>Education</b>			
School Planning Area	Bognor Regis / Felpham		
Population Adjustment	0.0		
	Primary	Secondary	6th Form
Child Product	0.0000	0.1872	0.0000
Total Places Required	0.0000	0.9360	0.0000
<b>Library</b>			
Locality	Bognor Regis		
Contribution towards Angmering / Arundel / East Preston / Ferring / Findon Valley / Tier 7 Sites	£0		
Contribution towards Rustington / Willowhale	£0		
Contribution towards Bognor Regis / Littlehampton	£4,648		
Population Adjustment	23.4		
Sqm per population	35		
Sqm Required	0.00		
<b>Waste</b>			
Adjusted Net. Households	18		
<b>Fire</b>			
No. Hydrants	TBC		
Population Adjustment	23.4		
£/head of additional population	£19		
<b>TAD- Transport</b>			
Net Population Increase	0.0		
Net Parking Spaces	0		
Net Commercial Floor Space sqm	0		
Total Access (commercial only)	0.0000		

**Summary of Contributions**

<b>S106 type</b>	<b>Monies Due</b>
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<b>Education - Primary</b>	No contribution required
<b>Education - Secondary</b>	£38,613
<b>Education - 6<sup>th</sup> Form</b>	No contribution required
<b>Libraries</b>	£4,648
<b>Waste</b>	No contribution required
<b>Fire &amp; Rescue</b>	£445
<b>No. of Hydrants</b>	TBC
<b>TAD</b>	No contribution required
<b>Secondary School Transport</b>	£21,333
<b>Total Contribution</b>	<b>£65,038</b>

*Note: The above summary does not include the installation costs of fire hydrants. Where these are required on developments, (quantity as identified above) as required under the Fire Services Act 2004 they will be installed as a planning condition and at direct cost to the developer. Hydrants should be attached to a mains capable of delivering sufficient flow and pressure for fire fighting as required in the National Guidance Document on the Provision of Water for Fire Fighting 3<sup>rd</sup> Edition ( Appendix 5)*

The above contributions are required pursuant to s106 of the Town and Country planning Act 1990 to mitigate the impacts of the subject proposal with the provision of additional County Council service infrastructure, highways and public transport that would arise in relation to the proposed development.

Planning obligations requiring the above money is 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 1<sup>st</sup> 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 1<sup>st</sup> 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 basis for this advice is contained in the County Council's adopted Supplementary Planning Guidance document "The Provision of Service Infrastructure Related to New Development in West Sussex – Part 1".

All TAD (Total Access Demand) contributions have been calculated in accordance with the stipulated local threshold and the methodology adopted as Supplementary Planning Guidance (SPG) in November 2003.

The calculations have been derived on the basis of an increase in 18 Net dwellings.

Please see below for a Breakdown and explanation of the WSCC Contribution Calculators. Also see the attached spreadsheet for the breakdown of the calculation figures. For further explanation please see the West Sussex County Council website (<http://www.westsussex.gov.uk/s106>).

#### Deed of Planning Obligations

- a) As a deed of planning obligations would be required to ensure payment of the necessary financial contribution, the County Council would require the proposed

development to reimburse its reasonable legal fees incurred in the preparation of the deed.

- b) The deed would provide for payment of the financial contribution upon commencement of the development.
- c) In order to reflect the changing costs, the deed would include arrangements for review of the financial contributions at the date the payment is made if the relevant date falls after 31<sup>st</sup> March 2026. This may include revised occupancy rates if payment is made after new data is available from the 2021 Census.
- d) **Review of the contributions towards school building costs should be by reference to the DfE adopted secondary school building costs applicable at the date of payment of the contribution and where this has not been published in the financial year in which the contribution has been made then the contribution should be index linked to the DfE cost multiplier and relevant increase in the RICS BCIS All-In TPI. This figure is subject to annual review.**
- e) **Review of the contribution towards the provision of additional library floorspace should be by reference to an appropriate index, preferably RICS BCIS All-In TPI. This figure is subject to annual review.**
- f) **Review of the contribution towards the provision of fire service infrastructure (fire stations) should be by reference to an appropriate index, preferably RICS BCIS All-In TPI. This figure is subject to annual review.**

The Education Authority for West Sussex County Council are objecting to this application because of the lack of availability of local pupil places. However, if the LPA is minded to grant planning permission for the site then the following obligations are required:

The secondary education contributions generated by this proposal shall be spent on additional facilities at the new secondary school serving Arun.

The library contributions will be spent on additional facilities at Bognor Regis Library.

The Fire and Rescue Service contribution will 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 Bognor Regis.

Recent experience suggests that where a change in contributions required in relation to a development or the necessity for indexation of financial contributions from the proposed development towards the costs of providing service infrastructure such as libraries is not specifically set out within recommendations approved by committee, applicants are unlikely to agree to such provisions being included in the deed itself. Therefore, it is important that your report and recommendations should cover a possible change in requirements and include indexation arrangements whereby all financial contributions will be index linked from the date of this consultation response to the date the contributions become due.

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

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 WSCC.

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.

Please see below for a Breakdown of the Contribution Calculators for clarification of West Sussex County Council's methodology in calculating Contributions. For further explanation please see the Sussex County Council website (<http://www.westsussex.gov.uk/s106>).

## **Breakdown of Contribution Calculation Formulas:**

### 1. School Infrastructure Contributions

The financial contributions for school infrastructure are broken up into three categories (primary, secondary, sixth form). Depending on the existing local infrastructure only some or none of these categories of education will be required. Where the contributions are required the calculations are based on the additional amount of children and thus school places that the development would generate (shown as **TPR- Total Places Required**). The TPR is then multiplied by the Department for Children, Schools and Families school building costs per pupil place (**cost multiplier**).

**School Contributions = TPR x cost multiplier**

a) TPR- Total Places Required:

TPR is determined by the number of year groups in each school category multiplied by the child product.

**TPR = (No of year groups) x (child product)**

Year groups are as below:

- Primary school- **7** year groups (aged 4 to 11)
- Secondary School- **5** year groups (aged 11 to 16)
- Sixth Form School Places- **2** year groups (aged 16 to 18)

**Child Product** is the **adjusted education population** multiplied by average amount of children, taken to be 13 children per year of age per 1000 persons (average figure taken from 2021 Census).

**Child Product = Adjusted Population x 13 / 1000**

Note: The adjusted education population for the child product excludes population generated from 1 bed units, Sheltered and 55+ Age Restricted Housing and Social Rented Housing as a nil child product is assumed for these dwellings.

b) Cost multiplier- Education Services

The cost multiplier is a figure released by the Department for Education. It is a school building costs per pupil place as at 2025/2026, updated by Royal Institute of Chartered Surveyors' Building Cost Information Service All-In Tender Price Index. Each Cost multiplier is as below:

- Primary Schools- **£22,587 per child**
- Secondary Schools- **£31,066 per child**
- Sixth Form Schools- **£31,066 per child**

### 2. Secondary School Transport Contribution

Until such time that a new secondary school to meet Arun requirements is built and open to pupils, transport costs are required to mitigate the additional costs to transport pupils from Arun District who were unsuccessful in securing a place at one of their preferred schools or catchment school, to access education places at an alternative secondary school within West Sussex. West

Sussex County Council will seek a contribution from proposed developments towards funding the provision of home to school transport in accordance with the West Sussex home to school transport policy. This contribution seeks to cover the cost of providing new or additional transport, based upon a calculation of the number of pupils generated by the development that require secondary school places before a new secondary school in Arun is delivered. The costs will be calculated on a case-by-case basis but will be based on occupancy rates for secondary school aged children moving into the development.

Calculation of the contribution required is dependent on the housing trajectory for the site and based on the following formula:

**D x (E x G) x F = Secondary School Transport Contribution**

Where:

**A** – actual cost of transport per day in West Sussex for bus/coach travel to school, at the time of the signing of the legal agreement. Which for 2025/26 is £454 per day, with costs revised annually

**B** – coach capacity (53)

**C** - number of academic days in a year (190)

**D** - Cost per pupil per year (£454 per day / 53 = £8.57 x 190 = £1628 per pupil per year for 2025/26; costs are reviewed annually in April)

**E** – number of children generated by the development aged 0-16 (the Child Product)

**F** – 5 years of Secondary Education

**G** - Number of years that school transport is provided being a total of 16 years but can be phased to allow for instalment payments of 5 years, 5 years and 6 years (or less depending on the number of years until the secondary school is provided at the time of the relevant review).

Costs are incurred upon occupation of the first dwelling with the cost increasing incrementally during the completion of dwellings through the development. The costs are payable annually for up to 16 years or from a new secondary school becoming operational in the district of Arun.

### 3. Library Infrastructure

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There are two methodologies used for calculating library infrastructure Contributions. These have been locally tailored on the basis of required contributions and the nature of the library in the locality, as below:

Library infrastructure contributions are determined by the population adjustment resulting in a square metre demand for library services. The square metre demand is multiplied by a cost multiplier which determines the total contributions as below:

**Contributions = SQ M Demand x Cost Multiplier**

a) Square Metre Demand

The square metre demand for library floor space varies across the relevant districts and parishes on the basis of library infrastructure available and the settlement population in each particular locality. The **local floorspace demand (LFD)** figure varies between 30 and 35 square metres per 1000 people and is provided with each individual calculation.

**Square Metre Demand = (Adjusted Population x LFD) / 1000**

b) Cost Multiplier- Library Infrastructure

WSCC estimated cost of providing relatively small additions to the floorspace of existing library buildings is **£6,621** per square metre. This figure was updated by Royal Institute of Chartered Surveyors' Building Cost Information Service All-In Tender Price Index for the 2025/2026 period.

### 4. Fire & Rescue Service Infrastructure

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The Fire and Rescue Services infrastructure contribution is determined by the population adjustment multiplied by the relevant cost multiplier for the provision of services.

**Fire and Rescue Contributions = Adjusted Population x Cost Multiplier**

a) Adjusted Population

This is the sum of the occupancy rates for the net dwelling increase with the exclusion of social housing increase.

b) Cost Multiplier- Fire Rescue

There are two cost multipliers for WSCC which relate to the Southern Division and the Northern Division. The cost multiplier is calculated by dividing the total cost of necessary fire and rescue infrastructure within the division by the projected population for 2016. The cost multipliers are as below:

Southern Division (Chichester, Arun, Worthing and Adur): £19 per person

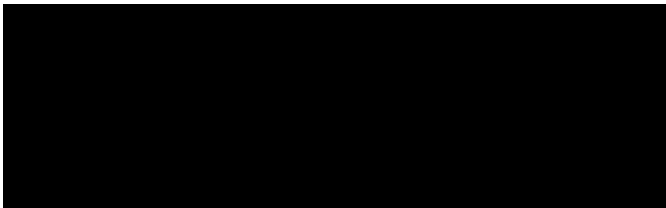
Northern Division (Horsham, Crawley, Mid Sussex): £71 per person in Horsham, £129 per person in Crawley

*Note: The installation costs of fire hydrants are excluded from the above and will continue to be required on developments as a direct cost to the developer as required under the Fire Services Act 2004*

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

[REDACTED]

WSSC Section 106 response



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

To register to receive notifications of planning applications in your area please go to  
<https://www1.arun.gov.uk/planning-application-finder>



**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:** Naomi Hoyland [REDACTED]  
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**Cc:** Amber Willard <[Amber.Willard@arun.gov.uk](mailto:Amber.Willard@arun.gov.uk)>; Tracey Dunn [REDACTED]  
Russell Allen [REDACTED] Molly Lockett [REDACTED]  
James Mcgrath [REDACTED]  
**Subject:** BR/67/25/PL - 57 Queensway, Bognor Regis, PO21 1QN

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Dear Amber,

Please find attached our S106 consultation response for the above application. Please don't hesitate to contact me if you have any questions.

Kind regards,  
Naomi

[Naomi Hoyland](#) | Senior Technician (S106 Monitoring), Planning Services, [West Sussex County Council](#) |  
Location: Ground Floor, Northleigh, Chichester, West Sussex, PO19 1RH

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