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Introduction

- 1.1** National and regional planning policy requires that development should make appropriate provision of services, facilities and infrastructure to meet its own needs. This means that where sufficient capacity does not already exist within services, facilities or infrastructure to meet the need created by new occupiers or users of a development, the development should contribute what is necessary, either on site or by making a financial contribution towards provision elsewhere, or works in kind, as appropriate. As a separate issue, PPS3: Housing establishes a framework for the provision of affordable housing in association with market housing. This document explains the approach to be used by Worthing Borough Council towards the provision of the following types of service, facility and infrastructure, in association with development:

Borough Council responsibilities.

- Affordable Housing.
- Open space, Sport and Recreation.
- Community Facilities.
- Community Safety.
- Other services.

County Council responsibilities.

- Children and Young People's Services.
- Library Services.
- Fire and Rescue.
- Adults' Services.
- Wastes Management.
- Highways and Transport.

- 1.2** This guidance does not cover Utility Company facilities and services. Other necessary improvements to services or facilities not listed above will be considered on their merits. Details for each category are set out later in this document. Developers should use them to work out the specific requirements associated with their particular development. The following Section sets out certain general points.

General Principles

The principles of requiring contributions.

- 1.3** The Borough Council will only require the provision of infrastructure or affordable housing in association with a development where it is needed to bring that development into line with national, regional and local planning policy and any other material planning considerations, i.e. without it planning consent should not be granted. In the case of infrastructure, the facility to be provided must be necessary to meet the needs of occupiers / users of the new development and should be geographically or functionally linked to it. The Borough Council will not require development to meet any existing shortfall in infrastructure in the area, only one created or made worse by the development itself.
- 1.4** The requirements of this guidance will apply to all sites that in the Borough Council's view should be capable of meeting the relevant thresholds if they are developed to an appropriate density or are developed in conjunction with an adjoining, clearly available site. In the case of mixed development, a contribution requirement will apply if the total amount of residential or commercial development included in the scheme meets the relevant threshold.



- 1.5** The requirements set out in this Supplementary Planning Document are guidelines, to form the basis for negotiation between the relevant Local Authority and the developer. They will be adjusted where there are clear reasons why a development proposal should not meet a contribution in full. General exceptions and discounts are referred to in each Section, but there may be other specific reasons for exceptions that will be dealt with on a case by case basis. The Borough Council accepts that in certain cases meeting the requirement for contributions may result in a development becoming financially unviable. The Borough Council will require clear financial evidence that this is the case and would normally expect to have this evidence ratified by an independent third party, the cost being met by the developer. Once this evidence is established, the Borough Council will consider whether it would be appropriate to permit the development with a reduction in contributions.
- 1.6** The provision of infrastructure and affordable housing will be implemented through either a planning obligation – a multilateral Section 106 agreement or unilateral undertaking – or a planning condition. The type of control used will be the one most appropriate for the circumstances. As a consequence unilateral undertakings will generally be used for simple agreements such as those requiring a developer to make a financial contribution. A model unilateral undertaking is included in Appendix Two. A planning condition may be used by the Borough Council as an alternative to a unilateral undertaking in certain circumstances. A multilateral Section 106 agreement is generally required in more complex cases. A model multilateral S106 agreement will be prepared by the Borough Council in due course.

Thresholds.

- 1.7** Most development, however small, is likely to add to the demand for infrastructure. This needs to be balanced, however, against the practicalities of requiring smaller developments to contribute towards provision and the need to ensure that development is not discouraged from coming forward by contribution requirements. Taking these issues into consideration together with evidence from existing practice, the Borough Council proposes the following thresholds for planning contributions:

Type of development	Infrastructure Contributions
All development.	Highways and Transport contributions but see separate thresholds for TAD.
Residential development of 5 or more dwellings.	Those set out above together with TAD contributions and Community Facilities.
Residential development of 6 or more dwellings.	Those set out above together with Affordable Housing.
Residential development of 10 or more dwellings.	Those set out above together with Open Space, Sport & Recreation; Children and Young People's Services; Library Services; Fire and Rescue; Adults' Services; Wastes Management.
Commercial development.	TAD contributions.



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Type of development	Infrastructure Contributions
Retail and leisure developments of 1000 square metres or more. Developments in the Town Centre that serve alcohol and / or attract people to the Town Centre after 8pm.	Community Safety.
Retail and leisure developments of 1000 square metres or more, located within the Masterplan area.	Public Realm and Seafront Strategy

- 1.8** The thresholds set out above are gross i.e. they relate to the total amount of development to be built on a site. In acknowledgement of the fact that previous uses on a site will already have had an impact on infrastructure provision, however, in most cases the calculations of relevant contributions will be based on the net increase in occupation / activity. As an example, a development involving the demolition of one five – bed house and construction of 10 new two – bed houses would fall within the threshold of all contributions relating to residential development set out overleaf. Working out the level of contributions using the occupancy table below, the total number of occupants of the new houses would be calculated to be 18 people. However, the original house would be assumed to have had three occupants, so the increase in occupants as a basis for calculating most contributions would be 15.
- 1.9** There are exceptions to this approach. Affordable Housing is calculated using the gross amount of development, in accordance with PPS3: Housing. Advice on Wastes Management and Highways and Transport is set out in the County Council Section of this Supplementary Planning Document.

Exceptions and Discounts.

- 1.10** It is inappropriate in some cases to request a contribution because the occupiers / users of a site are not going to use the relevant facility. An example is open space provision for children and young people in association with accommodation for the elderly. Where such exceptions apply they are set out in the relevant section relating to the contribution.
- 1.11** West Sussex County Council allows a discount of 33% for affordable housing provided by an Registered Social Landlord for most of its contributions, (excluding Highways and Transport), on the basis that this percentage of occupiers of new development are likely to have been formed from hidden households already living in the area. The Borough Council has also adopted this discount in relation to certain services. Where the discount will apply it is set out in the relevant section relating to the contribution.

Occupancy levels.

- 1.12** In determining the number of people likely to occupy a residential development, the Borough Council will use figures published by the County Council, as follows:



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Size of dwelling	Occupancy for houses and bungalows	Occupancy for flats and maisonettes
1 bedroom	1.7	1.2
2 bedroom	1.8	1.3
3 bedroom	2.2	1.7
4 bedroom	2.7	2.4
5 bedroom	3.0	2.0
Size not known	2.5	

These figures will be up dated in line with any changes made by WSCC.

Outline Applications

- 1.13** In the case of outline applications for residential development, where the precise size of dwellings to be built is not known, generally the average occupancy figure of 2.5 will be used to calculate contributions.
- 1.14** In the case of TAD contributions where actual figures for floor space / dwelling numbers and parking spaces are required before a calculation can be made, where such information is not available the appropriate legal agreement or planning condition will require the TAD contribution to be calculated and paid at a later date, when the details are known.

Updating of costs.

- 1.15** All of the costs set out in this Supplementary Planning Document for the purpose of calculating contributions will be updated yearly using appropriate indices.

The procedure for dealing with planning applications requiring contributions.

- 1.16** It is intended that this guidance should enable a developer to work out as early as possible in the development process what contributions will be required in association with their development. Ideally this should be at the pre application stage so that contributions are taken into account in determining the price paid for the site. Where the extent of a contribution is not clear from this guidance, advice should be sought from Borough Council Planning Officers, or where relevant West Sussex County Council.
- 1.17** At the planning application stage, the developer should submit a statement setting out how the relevant contributions are being met through the development. It is at this stage that any evidence in relation to viability should be submitted. The Borough Council will also expect at this time a draft unilateral undertaking or, where a multilateral S106 agreement is required, a draft agreement or heads of terms. In all cases, proof of title should be provided to ensure that all parties with an interest in the land sign any legal agreement.
- 1.18** Any necessary negotiations or assessments e.g. of viability will be carried out during the eight or 13 week target allowed for processing of the application. The application will then be determined by the Development Control Committee or under delegated powers as appropriate. Where a unilateral undertaking or a multilateral S106 agreement is required to implement the



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contribution rather than a planning condition, any permission will only be issued once the legal agreement has been signed. If it is not signed within the relevant target period, the application will subsequently be refused.

- 1.19** The developer will be required to pay the Borough Council's reasonable legal fees associated with preparing any legal agreement. These currently stand at £85.50 per hour. As mentioned on page 4, they will also be expected to pay the costs of any assessment by a third party of the financial viability of their development, in support of a request for a reduction in contributions.

Financial contributions.

- 1.20** Any contribution in the form of a financial payment will be required to be paid either once development starts, on first occupation or such other triggers as agreed with the Borough Council. If this is some time after the permission was granted, the payment will be increased in line with the General Tender Prices Index or alternative agreed in the document.
- 1.21** It is possible that the financial contribution from any one development will not be sufficient on its own to provide a particular piece of infrastructure. In this case, the money will be kept in a ring fenced account until sufficient other contributions have been made to undertake the work.
- 1.22** If a financial contribution has not been used by the appropriate service provider within 10 years of it being made, it will normally be returned to the developer together with an appropriate rate of interest for the period concerned, if requested in the agreement.

Maintenance Costs.

- 1.23** Where the infrastructure provided by a developer is subsequently to be maintained by the Borough Council, a maintenance payment will be required from the developer if the infrastructure is to be used primarily by occupants / users of the development not the wider public.

Financing of a dedicated Planning Contributions Officer.

- 1.24** The range of contributions set out in this Supplementary Planning Document is likely to increase the work associated with operating and monitoring the planning contribution process. The Borough Council will monitor the situation to assess whether a dedicated Planning Officer to deal with planning contributions is required and whether such a post should be funded in total or part from financial contributions.



Purpose of SPD

DRAFT PLANNING CONTRIBUTIONS SUPPLEMENTARY PLANNING DOCUMENT

Purpose.

- 1.25** Policy COM 1 and Policy COM 4 of the Core Strategy Submission Draft sets out the Borough Council's position in relation to the provision of infrastructure, including services and facilities, and affordable housing in association with development. The policies are reproduced in Appendix One. The purpose of this Supplementary Planning Document (SPD) is to expand upon those policies by setting out in detail how developers will be expected to contribute towards the provision of infrastructure and affordable housing in association with their development, either on-site or through a contribution to off-site provision.

Status.

- 1.26** This document has been included in the Local Development Scheme and forms part of the Local Development Framework. It is being produced in compliance with requirements for community involvement and sustainability appraisal. The whole document will be subject to public consultation for a six week period from Monday 22nd October 2007 to Monday 3rd December 2007. Comments received will be taken into account prior to its final adoption in 2009. Because the document is a SPD, it will not be subject to examination.



Affordable Housing

Application

To be applied to all residential development of 6 dwellings or more. The way in which the contribution is made will vary according to the size of the development.

What is Affordable Housing?

2.1 Affordable Housing is defined in PPS3: Housing as follows:

2.2 “Affordable housing includes **social rented** and **intermediate housing**, provided to specified eligible households whose needs are not met by the market. Affordable housing should:

- Meet the needs of eligible households including availability at a cost low enough for them to afford, determined with regard to local incomes and local house prices.
- Include provision for the home to remain at an affordable price for future eligible households or, if these restrictions are lifted, for the subsidy to be recycled for alternative affordable housing provision”

Social rented housing is:

2.3 “Rented housing owned and managed by local authorities and registered social landlords (RSL), for which guideline target rents are determined through the national rent regime. The proposals set out in the three Year Review of Rent Restructuring (July 2004) were implemented as policy in April 2006. It may also include rented housing owned or managed by other persons and provided under equivalent rental arrangements to the above, as agreed with the local authority or with the Housing Corporation as a condition of grant”.

2.4 Social rented housing is the main form of affordable housing likely to be suitable for most people on the Borough Council’s Housing Register.

Intermediate affordable housing is:

2.5 “Housing at prices and rents above those of social rent, but below market price or rents, and which meet the criteria set out above. These can include shared equity products (e.g. HomeBuy), other low cost homes for sale and intermediate rent”.

2.6 Intermediate affordable housing can include:

- Shared equity. The occupier may buy a percentage of the equity of their home with the remainder staying in the ownership of the developer / housing management in perpetuity.



- Shared Ownership. Similar to Shared Equity except the occupier pays rent in respect of the equity owned by the developer / housing management. The occupier may buy all of the outstanding equity so that they own the property outright. At this point the property would cease to be an affordable housing unit.
- HomeBuy. A range of schemes under which Housing Association tenants and people on the Housing Register can receive loans to help them buy existing market properties.
- Intermediate Rented. Properties where rents are lower than market levels but not as low as those for social rented accommodation. The Borough Council would expect rent levels to be no more than 75% of average market rents for the type of property concerned.

2.7 Intermediate affordable housing can be useful in meeting the needs of individuals who cannot afford full market prices or rents but who do not have sufficient priority for social rented accommodation, for example key workers.

Targets for Affordable Housing in Worthing.

- 2.8** The Housing Strategy Statement 2005 – 2010 sets out the Borough Council's plans for housing in Worthing over the next few years. It is based on a thorough assessment of housing needs in the town, notably through the Housing Needs Survey 2004, Housing Condition Survey 2004 and data from the Housing Register. The Strategy should be referred to with regard to the evidence base for this part of the guidance.
- 2.9** The Housing Strategy Statement 2005 – 2010 sets a minimum target of 70 new build social rented dwellings per annum together with 70 additional low cost home ownership affordable dwellings; an overall target of 700 affordable units over the 5 year period of the Strategy. This figure does not reflect the full extent of need for affordable housing in the Borough but is considered to be a realistic target. The low cost home ownership dwelling target does not require all units to be new build as it includes purchase of existing market housing through HomeBuy and Key Worker Living schemes.
- 2.10** Within the annual target, priority in terms of unit is for 70% (100) 2-bed; 10% (15) 1-bed; and 20% (25) 3+ bed. In addition, a minimum of 10% of all affordable dwellings should be wheelchair accessible / mobility accommodation.
- 2.11** In order to implement the approach set out in the Housing Strategy Statement, the Borough Council's Core Strategy Submission Draft includes Policy H6, set out in full in Appendix One. It is this policy that sets out the approach for affordable housing contributions in association with market housing development.



District Council Services

Thresholds.

2.12 The thresholds for Affordable Housing operate within three bands as follows:

Size of residential development	Target contribution
6 – 10 dwellings.	A financial contribution based on 10% of the development size.
11 – 14 dwellings.	A financial contribution based on 20% of the development size
15 or more dwellings or sites of 0.5 hectares or more.	Provision on site based on 30% of the development size



2.13 This represents the target for affordable housing as a basis for negotiation. In determining the precise amount, type of tenure and size of affordable housing, the following issues will be considered:-

- The need to achieve a successful housing development in terms of layout, design and subsequent management;
- The community's need for a mix of housing types. This will take account of Supply / Demand analysis undertaken in the Borough.
- Whether the site is accessible to local services and facilities, and public transport;
- Particular costs associated with development of the site. All development sites involve certain costs in relation to infrastructure, land acquisition, planning requirements etc. These should be taken into account in negotiating the purchase price of the site. Only where there are exceptional costs in bringing forward a site for development will any consideration be given to a reduction in the affordable housing requirement;
- Whether the provision of affordable housing would prejudice the realisation of other planning objectives;

2.14 With specific regard to tenure, the Borough Council will normally expect at least 50% of affordable units associated with any scheme to be available for social rent. This will apply to both on site and financial contributions.

Exceptions and discounts.

2.15 An affordable housing contribution will not be required in association with planning applications for rest homes and nursing homes within Use Class C2 or for hostel accommodation.

How a contribution will be made.

2.16 In all cases, at the pre application stage a developer should discuss with Borough Council officers the number, tenure and size of affordable housing units required in association with their housing development.

On site provision.

2.17 All affordable housing associated with developments of 15 or more units or on sites of 0.5 hectares or more should be provided on site. This is in accordance with Government guidance seeking to achieve mixed communities. It is also the most effective way of achieving supply in the Borough; an important issue given the level of need for such accommodation in Worthing.

2.18 The developer's affordable housing contribution will involve giving the area of land needed to accommodate those affordable units to a registered social landlord or other body appropriately qualified or experienced to own and manage the units, who will arrange for construction of the units. The land should be fully serviced so that construction of the dwellings can begin, and should be given at nil cost.



District Council Services

- 2.19** Alternatively it could be agreed that the developer builds the units on behalf of the RSL or affordable housing provider. In order to properly reflect provision of serviced land at nil cost, the build costs paid by the RSL or affordable housing provider should be in the region of £1150 per square metre for flatted or mixed development schemes and £1000 per square metre for houses. These base build cost figures derive from work carried out for the Borough Council by Adams Integra on the implications of the Core Strategy affordable housing policy for viability of residential development. Typical build costs for affordable housing units are illustrated in the table below.



Table 1.1 Typical Costs of Affordable Housing

Unit Type	Unit size	Price to be paid by Affordable Housing Provider
1 bed flat	51 square metres	£58,650
2 bed flat	66 square metres	£75,900
2 bed house	76 square metres	£76,000
3 bed house	86 square metres	£86,000
4 bed house	101 square metres	£101,000

2.20 If the affordable housing units to be built are of a different size than set out above, or depart from normal specifications, pricing will be adjusted accordingly.

2.21 It is open to a developer to provide and manage affordable housing on its own, without an RSL or other affordable housing provider. The Borough Council would, however, require evidence that the developer was able to appropriately manage the units as affordable housing as defined in this guidance. In addition, a planning obligation would be used to ensure that the units were made available and managed as affordable housing.

2.22 The provision of the agreed number of affordable housing units may be dependent upon the availability of Social Housing Grant or some other form of external finance. If that funding is ultimately not available, changes may have to be made to either the number or tenure mix of the affordable housing. The particular approach to be adopted will be set out in advance in the appropriate legal agreement so that the nature of the development can be readily adapted in line with final funding arrangements.

Design and siting.

2.23 To ensure the creation of mixed and integrated communities the affordable housing should not be visually distinguishable from the market housing on the site in terms of build quality, materials, details, levels of amenity space and privacy.

2.24 The affordable housing should be tenure blind i.e. it should not be possible to distinguish between social rented and intermediate affordable units, and fully integrated with the market housing. It should be distributed evenly across the site or in the case of flats, in small clusters distributed evenly throughout the development. Tenure blind integration should be considered at an early stage of the detailed design and layout of the site.

2.25 All social housing and intermediate housing requiring Housing Corporation Social Housing Grant must be built to meet the relevant Housing Corporation standards. The latest standards can be downloaded from the Corporation's website and the Housing Corporations regional offices can provide further clarification.

Off site provision.

2.26 A developer will only be permitted to provide the affordable housing associated with their development on an alternative site where



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- There is already a large amount of affordable housing in the vicinity of the original site, and the Borough Council considers that a more mixed community would be achieved by providing the affordable housing elsewhere in the Borough; or
- There will be high, long term management costs for the dwellings built on site which would make affordable housing unviable.

2.27 In these circumstances, the developer will be expected to provide the affordable housing on an alternative site within their control. The basis for provision will be the same as set out for on site provision, with one exception. The total affordable housing requirement must take into account the total number of dwellings to be built on **both** sites. For example, an on site development of 50 dwellings will have an affordable housing target of 15 units. If those 15 units are provided off site, with no other dwellings, the total dwellings becomes 50 + 15 i.e. 65 units. The affordable housing requirement in this case becomes 20 units. This could be met by providing the 15 affordable housing units on the off site and a financial contribution in relation to the remaining 5 units.

Financial contribution.

2.28 A financial contribution will be accepted in lieu of on site affordable housing only where;

- The development is for 6 – 14 dwellings; or
- The Borough Council has agreed that both on site and off site provision are inappropriate and the financial contribution will enable an RSL partner to bring forward an affordable housing scheme.

2.29 The financial contribution will be calculated using the figures set out below as prepared by the District Valuer Services. This assumes that the payment should reflect the cost to the RSL or other affordable housing provider of buying serviced land on an alternative site in the Borough. The figure therefore includes a land value per unit which is then enhanced by 15% to reflect the cost of servicing the site and additional costs associated with the purchase.

Table 1.2 Cost per unit

Dwelling Type	Size	Payment per unit	Payment per m2	Payment as a % of market value
1 bed flat	51 square metres	£45,000	£870	35%
2 bed flat	66 square metres	£50,000	£760	31%
2 bed house	76 square metres	£69,000	£905	37%
3 bed house	86 square metres	£79,000	£920	38%
4 bed house	111 square metres	£104,000	£940	38%



- 2.30** The sum per square metre is intended for use in cases where the requirement is for less than one whole unit or where the affordable dwellings to be provided are larger than the floor space sizes indicated in the table.
- 2.31** Using these figures, the following are examples of payments required in relation to development schemes –



Calculation

Example One: Development of 20 dwellings with a mix of size of flats and houses.

The requirement is for a 30% affordable housing contribution, i.e. six units, normally on site but in this instance the Borough Council has accepted the case for a financial payment instead.

The precise affordable housing provision agreed with Council Officers is 3 x two bed flats, 1 x one bed flats and 2 x three bed houses.

Financial payment =

3 x £50,000 =	£ 150,000
1 x £45,000 =	£ 45,000
2 x £79,000 =	£ 158,000
Total =	£ 353,000

Calculation

Example Two. Development of 6 x one bed flats and 6 x two bed flats.

The requirement is for an affordable housing contribution of 20% provided as a financial payment.

Total area of one bed flats = 6 x 51 square metres = 306 square metres. 20% = 61.20 square metres.

61.20 square metres x £870 = **£53,244.**

Total area of two bed flats = 6 x 66 square metres = 396 square metres. 20% = 79.20 square metres.

79.20 square metres x £760 = **£60,192.**

Total financial payment = **£113,436.**

- 2.32** It should be noted that this calculation is worked out pro rata, not at 20% of the smallest units. The calculation is based on the affordable houses to be provided not the dwellings being built on the contributing development site.
- 2.33** Financial payments will be used to help finance schemes by RSLs that require additional funding or to purchase existing stock. They will be payable at commencement of the associated market housing scheme, in order to ensure that the affordable units are delivered within a parallel timescale; as would occur on site.



Issues to be covered by the planning obligation.

- 2.34** Provision of affordable housing on a site in the developer's ownership will be controlled through a S106 agreement. In circumstances where the affordable housing is to be given over to an RSL, controls will normally already exist to ensure the appropriate management of the affordable housing and the S106 agreement will be used to indicate precisely what area of land is to be transferred to the RSL and when, in the development of the overall site, the handover is to occur, e.g. on completion of a certain percentage of the market housing units. It will also require nomination rights for the Borough Council.
- 2.35** Where the affordable housing is to be managed by an agency other than an RSL, the S106 agreement will be used to control issues such as
- Nomination rights for the Borough Council;
 - Financial qualifications for future occupants;
 - The appropriate pricing / rent strategy e.g. maximum rents
 - Units to remain affordable in perpetuity where possible;
 - Arrangements for finding suitable occupants if none are available on the Housing Register.
- 2.36** In cases where the affordable housing contribution is to be made solely by way of a financial payment, a unilateral undertaking will generally be used.



Open Space & Recreation

Application

To be applied to all residential development of 10 dwellings or more.

Public Realm and Seafront Strategy contributions to be applied to retail and leisure developments of 1000 square metres or more, located within the Masterplan area.

2.37 This Section covers contributions from residential, retail and leisure development towards a wide range of types of open space, sport and recreation, including public realm and seafront strategies being prepared for the Masterplan area. The way in which contributions will be made will vary depending on whether the associated development lies within or outside the Masterplan area. A map of the Masterplan area is included as Appendix Three.

Contributions from residential development.

Threshold.

2.38 The threshold for open space, sport and recreation contributions is developments of 10 or more dwellings.

Exceptions and discounts.

2.39 Dwellings specifically limited to occupation by the elderly e.g. sheltered accommodation, will not be required to contribute to provision for children and young people. Outdoor and indoor sports facilities may be used by older people and there will not be an automatic exclusion of accommodation for the elderly from these contributions. Exceptions will be considered on a case by case basis where there is evidence that residents of a specific scheme are unlikely to use these facilities e.g. very sheltered schemes.

2.40 It is assumed that there will be no children living in 1 bed accommodation and no contribution is required, therefore, towards provision for children and young people from such accommodation.

2.41 Contributions in respect of affordable housing units provided by an RSL will be reduced by 33%.



Table 2.1. Open Space, Sport & Recreation Contributions

			How contribution is to be provided	
Type of space & standard.	Cost per square metre	Cost per person.	Outside Masterplan area	Inside Masterplan area
Provision for children and young people. 0.1h per 1000 pop / 1 square metre per person.	£112.55	£112.55	On site if development site is large enough to provide minimum size of facility. If on site is not feasible, off site via a financial contribution to be spent on the published project for new or enhanced provision for children and young people closest to the development site.	Off site via a financial contribution towards any Public Realm or Seafront Strategy project.
Amenity green space. 0.5h per 1000 pop / 5 square metres per person.	£13.41	£67.05	Off site via a financial contribution to be spent on the published project for new or enhanced open space closest to the development site.	
Outdoor sports facilities. 3.1h per 1000 pop or 31 square metres per person.	£19.73	£611.63	Off site via a financial contribution to be spent on any published scheme for new or enhanced outdoor sports facilities anywhere in the Borough.	
Other general open space. 1.31h per 1000 pop / 13.1 square metres per person.	£13.41	£175.68	Off site via a financial contribution to be spent on any published scheme for enhanced open space within a reasonable distance of the development site.	Off site via a financial contribution towards any Public Realm or Seafront Strategy project.
Swimming pool provision. 9.37 square metres per 1000 pop.	N/A	£181.30	To be spent in accordance with the Borough Council's finally approved strategy for new swimming pool provision in Worthing.	



			How contribution is to be provided
Sports hall and health and fitness provision.	N/A	£100	To be spent in accordance with the Borough Council's finally approved strategy for new sports hall and health and fitness provision in Worthing.
71 square metres per 1000 pop.			

Table 2.2. Contribution by dwelling size.

	Provision for children & young people	Amenity green space	Outdoor sports facilities	Other general open space	Swimming pool	Sports hall & health & fitness
Houses & bungalows						
1 bed	0	£113.99	£1039.78	£298.66	£308.21	£170
2 bed	£202.59	£120.69	£1100.94	£316.23	£326.34	£180
3 bed	£247.61	£147.51	£1345.59	£386.50	£398.86	£220
4 bed	£303.89	£181.04	£1651.41	£474.34	£489.51	£270
5 bed	£337.65	£201.15	£1834.89	£527.04	£543.90	£300
Flats & maisonettes						
1 bed	0	£80.46	£733.96	£210.82	£217.56	£120
2 bed	£146.32	£87.17	£795.12	£228.39	£235.69	£130
3 bed	£191.34	£113.99	£1039.78	£298.66	£308.21	£170
4 bed	£270.12	£160.92	£1467.92	£421.64	£435.12	£240
5 bed	£225.10	£134.10	£1223.26	£351.36	£362.60	£200
Size not known	£281.38	£167.63	£1529.08	£439.20	£453.25	£250

Background to the contributions.

Open Space and Outdoor Sport and Recreation.

2.42 In line with the requirements of PPG17 and the Companion Guide "Assessing Needs and Opportunities", the Borough Council commissioned consultants PMP to carry out a Borough-wide Open Space, Sport and Recreation Needs Assessment. The study report was submitted to the Borough Council in February 2006. The Assessment suggests local quantity, quality and accessibility standards for a range of open space typologies. The broad conclusions are as follows:



- Provision for children and young people and amenity green space should be provided reasonably close to dwellings; broadly within 10 minutes walk or 480 metres. In order to reflect current standards of provision but also enable additional provision through new development, standards of 0.1 h per 1000 population and 0.5 h per 1000 population respectively are suggested. Opportunities exist to overcome shortfalls in provision in certain parts of the Borough as well as quality deficiencies identified at specific sites.
- An outdoor sports facilities standard of 3.1 h per 1000 population is proposed to reflect a need for additional provision. With an accessibility standard of 15 minutes drive, such provision can effectively be located any where in the Borough to meet the needs of residents of new development. Again improvements to some existing sites are identified to bring them up to local quality standards.
- A broad range of general open space including parks and gardens and natural and semi natural green space are located throughout the Borough to a combined standard of 1.31 h per 1000 population. This standard is established with a view to new development enabling improvements to existing sites that do not meet quality standards rather than provision of new space.

2.43 Taking the conclusions of the study into account, the Borough Council proposes that new residential development should contribute towards the provision or improvement of appropriate categories of open space as set out in Table 2.1. It is considered that this overall approach will increase the availability of open space and outdoor sport and recreation in line with increases in the Borough's population by providing some new space and by improving the capacity of existing space through enhancement.

2.44 Whilst the contribution per person for each type of open space set out in the Table is Borough wide, as indicated in the last column of the Table how that contribution is used will vary between those parts of the Borough within the Masterplan area and those outside. The details are explained fully below.

2.45 Indoor Sport Facilities.

2.46 Work undertaken by consultants PMP on behalf of the Borough Council has identified the following requirements for indoor sports facilities:

- 9.37 square metres of swimming pool provision per 1000 population;
- 51 square metres of sports hall provision per 1000 population; and
- 20 square metres of health and fitness provision per 1000 population.

2.47 At 2003 prices, PMP also calculated that the financial contribution per person would be £153.90 towards swimming pool provision; and £84.28 towards sports hall and health and fitness provision combined. Allowing for price increases to 2006, these figures are now updated to £181.30 and £100 respectively. These figures will be reviewed and updated on an annual basis by the Assistant Director of Community Services (Leisure).

2.48 Taking the conclusions of this work into account, the Borough Council proposes that new residential development should contribute towards the provision of indoor sport facilities as set out in Table 2.1.



District Council Services

How contributions will be made and used.

Outside the Masterplan Area

- 2.49** The standards set for the Borough assume that new residential development will provide space for its residents for children and young people provision, amenity green space and outdoor sports facilities. However, because a minimum size of space is required before on site provision is feasible, realistically only provision for children and young people is likely to be provided on site and then only on large developments of 160 dwellings or more. The Borough Council will publish minimum size standards for provision for children and young people and these will generally determine whether provision of new open space should be on or off site. Developers should contact the Borough Council early in the design process to discuss the most appropriate provision for their proposal.
- 2.50** A developer may request the Borough Council to adopt and maintain on site facilities. To do this the developer will need to enter into a legal agreement to transfer the land. In cases where the on site provision is primarily meeting the needs of residents of the development, not the wider community, the developer will also be expected to pay a contribution towards future maintenance costs.
- 2.51** In the case of provision for children and young people that cannot be accommodated on site, and all other forms of provision the contribution will consist of a financial payment as set out in Tables 2.1. and 2.2. These have been calculated using standard costings, as set out in Appendix Four. These figures will be reviewed and updated on an annual basis by the Assistant Director of Community Services (Leisure).
- 2.52** How the financial contribution will be spent in relation to outdoor space reflects the conclusions of the Needs Assessment. In the case of contributions towards provision for children and young people for example, the money will be spent on new or enhanced facilities as close as possible to the development site. For outdoor sports facilities, however, given that the study concluded that people are prepared to travel further to such facilities, contributions may be spent anywhere in Worthing. The schemes to be financed by developer contributions will be chosen from a list of priority projects to be published and updated by the Borough Council. In all cases the intention will be to increase the capacity of open space within an appropriate distance of the development site. In situations where the financial contribution from a development is not in itself sufficient to finance a particular scheme, it will be held in a ring fenced account until sufficient funds have been pooled to undertake a scheme.
- 2.53** The Borough Council is currently determining a strategy for the provision of new enhanced swimming pool and sports hall / health and fitness provision in Worthing. Financial contributions collected in accordance with Tables 2.1 and 2.2 will be held in ring fenced accounts and spent in accordance with the final approved strategy.

Inside the Masterplan area.

- 2.54** As part of the Masterplan strategy, work is being carried out to design a range of open space and recreation projects under the headings of Public Realm and Seafront Strategy. The projects, which will be finalised by October 2007, will provide facilities for the occupants of new residential development within the area, as well as visitors to the town. For this reason, contributions towards open space and outdoor sport and recreation from new residential



District Council Services

development within the Masterplan area will all take the form of a financial contribution calculated in accordance with Tables 2.1. and 2.2. The monies collected will then be spent on the most appropriate Public Realm or Seafront Strategy project to the development.

2.55 The procedure in relation to Indoor Sports Facilities will be the same as for outside the Masterplan area.

2.56 Example. Development of 35 dwellings net with a mix of 5 x one bed flats; 10 x two bed flats; 15 x three bed houses and 5 x four bed houses.

Units	Provision for children / young people	Amenity green space	Outdoor sports facilities	Other general open space	Swimming pool	Sports hall & health & fitness
5 x 1 bed flats	0	5 x £80.46 £402.30.	5 x £733.96 £3669.80.	5 x £210.82 £1054.10	5 x £217.56 £1087.80	5 x £120 £600
10 x 2 bed flats	10 x £146.32 £1463.20	10 x £87.17 £871.70	10 x £795.12 £7951.20	10 x £228.39 £2283.90	10 x £235.69 £2356.90	10 x £130 £1300
15 x 3 bed houses	15 x £247.61 £3714.15	15 x £147.51 £2212.65	15 x £1345.59 £20183.85	15 x £386.50 5797.50	15 x £398.86 £5982.90	15 x £220 £3300
5 x 4 bed houses	5 x £303.89 £1519.45	5 x £181.04 £905.20	5 x £1651.41 £8257.05	5 x £474.34 £2371.70	5 x £489.51 £2447.55	5 x £270 £1350
Total	£6696.80	£4391.85	£40061.90	£11507.20	£11875.15	£6550

2.57 The total payments will not be combined together in to one figure as they will be spent separately on appropriate schemes.

Contributions in association with retail and leisure development.

2.58 As explained above, a Public Realm and Seafront Strategy is under preparation for the Masterplan area. The intention behind this work is to provide open space and recreation facilities that will meet needs not only of residents but also visitors to the town and that will attract people to the Masterplan area. Certain commercial uses within the Masterplan area will benefit from this provision as facilities are provided for use by staff and customers, and more activity is generated in the area. On this basis, development that involves provision of 1000 square metres or more in retail or leisure floor space will be expected to make a financial contribution towards the implementation of the Public Realm and Seafront Strategy.



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- 2.59** Studies to be published in December 2007 will set out the nature of the Public Realm and Seafront Strategy schemes together with costings. These will be used to provide a formula for calculating contributions from relevant retail and leisure development.



Community Facilities

Application

To be applied to residential development of 5 dwellings or more.

Background to Contributions

- 2.60** At present, there are five community centres in the Borough, located in Broadwater, Northbrook, Heene and Selden Wards, but also meeting the needs of the wider community. The facility at Broadwater is too small for current needs and the Broadwater Community Association is actively seeking an alternative facility. In addition, the local community is working to improve provision within Castle Ward through enhancement of the Maybridge Youth Facility. There is, however, currently no overall research or strategy for meeting needs for community buildings through out the Borough.
- 2.61** The Local Strategic Partnership, Worthing Together, is in the process of undertaking a major review of the first Worthing Community Strategy to bring it into line with recent developments such as changes in Government policy requiring sustainable community strategies. As part of linked working between the Community Strategy and the Local Development Framework, it is intended that this review will look at the issue of need for community facilities throughout the Borough. In some cases, this may highlight the need for new or enhanced community buildings. However, it is possible that the work will identify a need in some parts of the Borough not for buildings but services such as community workers. It is the intention that the Sustainable Community Strategy, which should be ready by the autumn of 2007, will provide the evidence base and priorities on which to base the collection of financial contributions from residential development towards the local area's need for community facilities. It will also identify the geographical area to be served by any identified community facility, ensuring that any contribution collected from new development will be spent on a facility relevant to the area in which that development is located.

How a contribution will be made.

- 2.62** In order to devise a single formula for collecting contributions towards what may be a range of community facilities or services, it is intended to use the cost of providing community centre floor space as the basis for the calculation. As acknowledged above, however, the contribution may actually be spent on provision of new or enhanced community buildings or some non building based service.
- 2.63** Recent work on the S106 agreement for the major new residential development at West Durrington identified a need for 700 square metres of community building floor space to meet the needs of the projected population of 2188 people with a contribution of £650,000 towards building costs based on mid – 2004 prices. Updating the figures to the end of 2006, this equates to a figure of £321 per person. The amount per dwelling will therefore be as follows:



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2.64 Table 3.1 Cost per dwelling

Size of dwelling	Contribution for houses and bungalows	Contribution for flats and maisonettes
1 bedroom	£545.70	£385.20
2 bedroom	£577.80	£417.30
3 bedroom	£706.20	£545.70
4 bedroom	£866.70	£770.40
5 bedroom	£963	£642
Size not known	£802.50	

Exceptions and discounts.

2.65 Contributions in respect of affordable housing units provided by an RSL will be reduced by 33%.



Community Safety

Application

To be applied to retail and leisure developments of 1000 square metres or more anywhere in the Borough, and developments within the Town Centre that serve alcohol and / or attract people to the Town Centre after 8pm.

Background to Contributions

- 2.66** Community safety is one area where a wide range of development types may potentially exacerbate existing problems experienced in the Borough or present new problems. New retail or leisure floor space is likely to increase the number of people attracted to an area such as the Town Centre, a crime and disorder hotspot, whilst extended hours of operation for uses such as restaurants and bars can add to existing problems late at night.
- 2.67** Incorporating design features such as those promoted through Secured by Design, can often prevent problems arising from the outset. This is particularly the case with residential development, and this factor together with the limited impact of such development on community safety over the wider area means that it will not generally be necessary to request contributions from residential development. With regard to other forms of development, Worthing's Crime and Disorder Reduction Partnership has specifically carried out work to inform this guidance, identifying key problems and hot spots, the types of development that contribute to those problems and the measures necessary to overcome them. The findings of this work provide the justification for the approach to contributions set out in this part of the guidance.
- 2.68** Some of the solutions to existing problems are likely to be achieved through other forms of contribution; for example diversionary activities to tackle anti social behaviour may be provided through open space or indoor recreation contribution funding. This situation will be monitored. The key areas of surveillance, crime prevention and reassurance; and violent crime and the night economy will be addressed by contributions to community safety.
- 2.69** The majority of problems lie within the Town Centre. Shop lifting and other forms of theft, graffiti and vandalism are just some of the issues associated with concentrations of people in the Town Centre. A range of uses are likely to attract people to the area and are also likely to benefit from the reduction in crime brought about through improved surveillance by CCTV. For this reason, all retail and leisure development, including changes of use, of 1000 square metres or more located within the area, will be expected to make a financial contribution towards new CCTV cameras required within the Town Centre. Static cameras within the Town Centre currently cost £25,000. There will also be a charge to cover monitoring costs over a 10 year period. The precise contribution in each case will depend on the size of the development. Where a development is not large enough to justify the provision of a complete camera, the contribution will be pooled with others towards the cost of a camera in an appropriate location.
- 2.70** In addition to issues associated with concentrations of people in the area, certain uses specifically add to problems of violent crime and the night time economy. These are uses that serve alcohol and / or attract people to the Town Centre later in the evening. They include



A3 and A4 uses, hotels with bars, D2 uses such as music and concert halls and sui generis uses such as theatres, night clubs and casinos. Proposals, including extension of hours, for these or similar uses that will increase the number of people in the Town Centre after 8.00pm or the number of premises serving alcohol, will be required to contribute to the range of projects identified by the Crime and Disorder Reduction Partnership to tackle problems of violent crime and the night time economy. This includes taxi marshals, a safe haven and a dedicated safe route. These schemes will be costed by the CDRP in due course, and contributions towards them will be calculated on the basis of the likely impact of the proposed development on activity late at night or the availability of alcohol in the Town Centre.

- 2.71** Whilst problems identified by the CDRP are concentrated in the Town Centre, issues do arise elsewhere in the Borough, for example in District and Neighbourhood Shopping Centres. Where the CDRP hot spot map specifically identifies issues that would be resolved through either static or a mobile CCTV, a contribution will be sought from all retail and leisure development, including changes of use, of 1000 square metres or more. The cost of a static camera would be slightly higher than that set out above for the Town Centre; whilst a mobile facility for the whole Borough would cost £42,000 annually.



Other Services & Infrastructure

- 2.72** There are a number of other types of service and infrastructure that may require a developer contribution in specific circumstances, judged on a case by case basis.

Safeguarding the Environment.

- 2.73** Policies in the Core Strategy relating to the natural environment and to sustainable construction may have implications for developer contributions in relation to a number of environmental issues.

Biodiversity and natural habitats.

- 2.74** Development that has a detrimental impact upon biodiversity and natural habitats may be required to mitigate or compensate for that impact, whilst all development is expected where possible to enhance such features. At present there is no biodiversity or natural habitat strategy for Worthing, to direct such provision, whether on or off site. However, where a development will clearly be detrimental to features of biodiversity or natural habitat value, the Borough Council may require the developer to provide mitigation or compensatory works on site or if this is not practicable, contribute to compensatory works off site. The nature of the provision or contribution will be assessed on a case by case basis and a planning obligation will be used to control implementation including the need for any maintenance contribution from the developer.
- 2.75** Whilst a scheme is not currently in place to provide for contributions towards enhancement of biodiversity or natural habitat, an element of the work financed by open space contributions will result in such improvements.

Sustainable Drainage Systems (SuDS).

- 2.76** A key element of sustainable construction will be the inclusion of Sustainable Drainage Systems. The type of system included within a development may vary from simply providing all buildings with water butts to harvest rainwater, to more significant features such as balancing ponds and wetland features. In those cases where the appropriate SuDS infrastructure requires some off site provision and / or long term maintenance to be provided by someone other than the developer, a financial contribution will be calculated and its provision controlled by use of a planning obligation.
- 2.77** Further advice on sustainable construction methods, and biodiversity and natural habitat considerations will be published by the Borough Council in due course.

Requirements of the Adur, Arun and Worthing Primary Care Trust.

- 2.78** The Borough Council has been in consultation with the local Primary Care Trust in relation to the need for additional health care facilities in association with new development. Generally this has led to the inclusion of specific requirements for key sites coming forward through the Unlocking Development Potential document. There may, however, be further requirements identified in the future in relation to sites that may come forward. These will be dealt with on a case by case basis.



A General Guide to the Requirements

- 3.1** The following information, including the land area requirements and costs of construction, is intended to be used as a broad guide to the types of infrastructure and the standards of provision which will be required by the County Council to deliver its statutory services.
- 3.2** Landowners, developers and other interested parties are asked to note that this information is subject to the following general limitations:
- the site areas quoted assume adequate off-site links to the transport networks, regular boundaries, no substantial parts which are unsuitable or otherwise impractical for the use intended due to excessive noise, steeply sloping ground etc.
 - the building costs quoted relate to “greenfield sites” with no significant abnormal costs of development. Adjustments will be necessary where provision of the required infrastructure is subject to extra costs relating to difficulties such as adverse sub-soil conditions, access, services and so on.
- 3.3** Occasionally, it may be possible to reduce land consumption by providing more than one County Council infrastructure requirement on a single site (eg. a primary school and a Children’s Centre). Similarly, a number of service providers may agree that their requirements will be best satisfied by means of a combined facility operated under the terms of a legal agreement (eg. a building designed and built for use both as a County Council school sports hall and as part of a District Council leisure facility).
- 3.4** Financial contributions towards the capital costs of County Council infrastructure requirements will not usually extend to include the costs of subsequent maintenance, recurrent expenditure or other running costs. There are a number of exceptions to this rule, including:
- maintenance payments for additional highway works which are an essential pre-requisite to the granting of planning permission and an agreement is entered into under section 278 of the Highways Act 1980 (which specifically provides for maintenance payments), and
 - funding for necessary public transport, possibly including short term revenue support (subject to an upper limit), particularly where this would help to achieve sustainable development.
- 3.5** Sometimes infrastructure proposals referred to in the spending programmes published by the County Council are necessary to meet current needs together with those arising from a new development. In those circumstances, a financial contribution may be required in respect of the costs of advancing (bringing forward in time) the capital expenditure in addition to the costs relating directly to the new development itself.

Please note that capacity and costs for all services will be updated and published annually at the beginning of the new financial year in April.



Assessment of Additional Need

- 3.6** Additional need for all services (excluding Highways and Transport and Wastes Management) is assessed by calculating the additional population likely to come from a proposed development, using the figures in Table 1 below. It should be noted that where an outline application is made, the average occupancy rate of 2.5 persons per dwelling will be used.
- 3.7** Demolished or converted dwellings, excluding those that have been vacant for five or more years, are subtracted from the gross gain. The population from such dwellings will be discounted according to the type of accommodation and relevant occupancy rate. Demolition of existing bedsit accommodation (with an assumed occupancy of 1 person) is excluded for all services except Children and Young People's as it is unlikely that bedsits will accommodate children.
- 3.8** When calculating the additional population, a 33% discount of the population from all social housing units will be granted due to the number of concealed households moving into the development. Concealed households are households currently living with friends and relatives because they are unable to gain access to the housing market.
- 3.9** Contributions are not sought from developments of sheltered housing for the very frail elderly or care homes.

Table 1 occupancy rates (number of people) per dwelling type and size

Open Market and Social Housing – Houses and Bungalows	
<i>Dwelling Size</i>	<i>Occupancy</i>
1 bed	1.7
2 bed	1.8
3 bed	2.2
4 bed	2.7
5 bed	3.0
Open Market and Social Housing – Flats and Maisonettes	
<i>Dwelling Size</i>	<i>Occupancy</i>
1 bed	1.2
2 bed	1.3
3 bed	1.7
4 bed	2.4
5 bed	2.0



Children & Young People Services

Application

To be applied to all residential development of 10 dwellings or more

General

- 3.10** It is important for landowners and developers to consider carefully the effects of their residential developments on the County Council's schools, children's centres, youth facilities and children's homes. Accordingly, landowners and developers should estimate the demands for services that are likely to result from their proposals for development of new housing. A broad guide to the consequential infrastructure requirements and costs is set out below.
- 3.11** Both the size and location of proposed developments will influence the requirements and costs of infrastructure. Clearly, some small developments will have no measurable effect on the demands for children's services and others will have no effect at all (e.g. sheltered housing for elderly people). In addition, in relation to housing that is committed through planning permissions and allocated through local development frameworks, the County Council will take into account the extent existing permanent facilities serving the area (excluding temporary accommodation) that are able to meet the educational needs predicted. Where the relevant children's services are unable to accommodate children likely to arise from a proposed housing development, landowners and developers will be required to contribute towards the costs of providing the capital infrastructure necessary to serve the development.

Calculation of Additional Children

- 3.12** At present, the 2001 Census shows that for all housing in West Sussex (both new and existing), the child product is 14 children per year of age per 1,000 population for houses and bungalows and 5 children per year of age per 1,000 population for flats and maisonettes. This assumes an average resident household structure in terms of numbers and age profiles, as outlined above. In practice, however, adjustments will be necessary where the proposed development deviates from the overall pattern for West Sussex.

Primary, Secondary and Further Secondary Education

- 3.13** Landowners and developers should always bear in mind the County Council's policies for admission of pupils to schools published on the West Sussex Grid for Learning (wsgfl.westsussex.gov.uk). These aim to ensure that parents can normally expect places for their children at the schools serving the area in which they live. However, it should be noted that individual governing bodies of Church Aided and Foundation schools are responsible for their own admissions policies which are described in each school's prospectus.
- 3.14** The County Council, as the Children and Young People's Services Authority, has the statutory responsibility to provide education for all children of school age, normally 4 to 16 years of age and to ensure sufficient nursery education for 3 and 4 year olds in partnership with the private, voluntary and independent sectors or through Children's Centres. It also has powers to provide education for children over school age who have not attained the age of 19 years and



to provide a youth service. In West Sussex, primary education generally includes children from 4 to 11 years of age (7 year groups) and secondary education is provided for children from 11 to 16 (5 year groups) or 11 to 18 years of age, although this pattern may vary in some areas. Special schools are provided for children, from 2 to 18 years of age, in mainstream schools, in special schools or in a variety of special units.

3.15 The housing and population characteristics of the wider area will provide a guide in the assessment of the likely age profiles and additional children arising from the proposed development. The average standards are set out below:

Primary Schools

- For children from 4 to 11 years of age (ie, 7 full year groups): the child product is 25 pupils per 100 dwellings.

Secondary Schools

- For children from 11 to 16 years of age (ie, 5 full years groups): the child product is 18 pupils per 100 dwellings.

Further Secondary

- For children from 16 to 18 years of age (ie, 2 full year groups): the child product is 7 pupils per 100 dwellings, assuming a 100% cohort survival rate. In West Sussex, however, the average rate for pupils progressing from Year 11 to Year 12 and 13 is 54%. This in effect, means a reduction from 7 pupils per 100 dwellings jointly for the two year groups to 4 pupils per 100 dwellings.

3.16 The County Council has adopted the Department for Education and Skills (DfES) average build cost multipliers with regional adjustment factors, which are updated every three years. Where the cost multiplier has not been updated for the new financial year, the most recent cost multiplier will be used and updated according to the relevant change in the Royal Institute of Chartered Surveyors Building Cost Information Service All-In Tender Price Index. The DfES cost multipliers are building costs per pupil place derived from data collected by the DfES on the actual costs of enlarging existing schools and building new schools. The cost multipliers include fixed equipment costs and fees but exclude the costs of providing loose equipment.

Assessment of Capacity

Primary, Secondary & Further Secondary

3.17 The need for development to provide additional primary, secondary and sixth form school places will be guided by the total Net Capacity of schools within the locality and forecast future demands. A locality is a group of one or two secondary schools and the primary schools that feed into them. For more information on locality working, including a map, see the County Council's website 'West Sussex Grid for Learning'.

3.18 Temporary buildings that were provided for a previous peak in pupil numbers are discounted from the calculation of total Net Capacity due to their transitory nature.



County Council Services

- 3.19** Contributions will be sought where forecast future demand is equal to or exceeds 95% of the total Net Capacity for the locality. The Audit Commission recommends authorities plan for an occupancy rate of no more than 95% across an area in order to achieve a match between pupils and places, efficient and educationally effective outcomes and to offer diversity and choice to parents. The County Council adheres to this guidance.
- 3.20** In relation to proposals for large scale housing developments, it may be necessary for landowners and developers to provide a combination of land and funds for new primary schools as well as appropriate contributions towards the costs of facilities for secondary education. New secondary school sites will only be necessary in relation to the largest of new developments, such as in a new settlement. For smaller scale proposals, it is more likely that contributions will be required towards the costs of enlarging primary and secondary schools to provide the extra pupil places needed. Where the sites of existing schools are too small to accommodate enlargements which are necessary in relation to particular development proposals, and provided it is practical to extend the sites concerned, the contributions required from the landowners and developers towards school enlargement costs will include land acquisition, land development and building costs.

Financial Contribution

- 3.21** Where appropriate, the cost of the contribution for each level of education (Primary, Secondary and Further Secondary) is calculated by the additional population from the proposed development, the Child Product and the number of school years at the relevant level of education, so:

Calculation

Number of Places Required x Relevant Cost Multiplier per Pupil Place

Land Requirements

- 3.22** The County Council's guideline land requirements for new primary school sites are as set out in Table 2 (below), but it must be recognised that each site will be considered individually to take account of such characteristics as shape, contours, access arrangements and facilities for the setting down and picking up of pupils.

Table 2: Land requirements for new primary schools

	Number of Pupil Places	Area of Site Required (Ha)
Primary School	210	1.0 to 1.2
(4 to 11 years of age)	420	1.7 to 1.9



Early Years Provision

3.23 The County Council recognises the importance of early years services for the development of young children. Since the launch of the Government's National Childcare Strategy in 1997 the County Council has produced detailed plans on the development of integrated early years and childcare services across the County. The School Standards and Framework Act 1998 and underpinning regulatory framework places a duty on local authorities to secure nursery education provision (whether or not by them) for three and four year olds. Eligible three and four year olds whose parents wish them to receive a free early education place have access to a range of provision including LEA-maintained nursery or primary schools and voluntary and private providers on the West Sussex County Council directory of providers. The Government's Ten Year Strategy for Childcare: Choice for parents, the best start for children (December 2004) and the Childcare Bill (November 2005) seeks to extend the free entitlement offering early learning integrated with childcare. The Childcare Bill also seeks to place a statutory duty on local authorities to ensure sufficient childcare places are available to meet local demand. An audit has been completed and plans will be drawn up to extend integrated early years provision for three and four year olds on the basis of the additional Government funding promised to deliver the free entitlement for 2007/08 and beyond. Therefore, any development giving rise to needs for additional early years provision infrastructure may be required to contribute towards the financing of buildings and/or the land which is necessary to enable its provision. Part of this provision may be through Children's Centres.

Children's Centres

3.24 Under the Children Act 2004, West Sussex County Council as a local authority are under duty to work with local partners in the NHS and JobCentre Plus to improve outcomes for the youngest children in the local area through the Government's preferred delivery model of Children's Centres.

3.25 Contributions will be sought towards Children's Centre places using the following information:

3.26 Each Children's Centre should serve a catchment area containing about 800 children aged 0-4 years. Facilities offered by each children's centre will vary according to local needs, but typically a full-service Children's Centre is approximately 300m² in area. Based on the typical catchment areas, this equates to 0.375m² per child.



County Council Services

- 3.27** This enables a calculation of a proportionate contribution towards children's centres to be made $0.375\text{m}^2 \times \text{Cost per m}^2 = \text{Cost per child}$. The cost for a Children's Centre can then be calculated:

Calculation

Number of Children Aged 0-4 Years x Cost per Child

Youth Facilities

- 3.28** Contributions will be sought where necessary towards youth provision for large strategic developments of 500+ dwellings only and each development will be considered on a case-by-case basis in relation to existing provision within the area.

Other Facilities for Children and Young People

- 3.29** The County Council is responsible for other facilities for children and young people, such as residential care. A small proportion of residents of new housing will require support from such facilities at some time. For larger developments of 500+ dwellings, we will consider on a case-by-case basis the need for contributions towards children's homes, accommodation for young people leaving care and other facilities for children and young people as necessary.

Affordable Housing

- 3.30** Contributions towards Children and Young People's Services in respect of affordable housing units provided by an RSL will be reduced by 33%.



Library Services

Application

To be applied to all residential development of 10 dwellings or more.

- 3.31** As recommended by the International Federation of Library Associations, the County Council has adopted standards which relate service provision to population numbers. The applied average standard is 32 m² per 1,000 population. Where a library is unable to meet these standards due to development, a reasonable contribution will be requested towards the service based on the adopted floorspace standards, the library building cost per square metre and the additional population coming from the proposed development.
- 3.32** For communities/catchment populations up to 4,000, service provision will be by means of mobile libraries. For communities/catchment populations of over 4,000 population, the service will be delivered through built libraries. The type of library (neighbourhood, community, major and principle) will be determined by the size of the catchment population.
- 3.33** Where the best means for the delivery of library services to a new development is a mobile library, the landowner/developer will be required to provide a suitable parking area (with good links to the local transportation network and access to a power supply) and/or a proportionate financial contribution towards the costs of providing and stocking an extra vehicle.
- 3.34** Where the appropriate means for the delivery of library services to a new development is a built library, the landowner/developer will be required to make fair and proportionate contributions towards the costs of providing and stocking a new or improved permanent building, including any necessary land acquisition. Where the existing capacity of a library would not be able to serve new development, the contribution will be calculated as follows:

Calculation

Additional Population x Cost per Head of Improvements to Library Services

- 3.35** The County Council recognises that the needs of the library service relating to new development proposals will have to be assessed individually and in context. Occasionally, more than one feasible way of meeting those needs within the County Council standards will be identified. For example, improvement of the mobile library service in combination with an enhancement of facilities at the major library in the nearest town could be an acceptable alternative to development of a neighbourhood library, on site or nearby, for about the same overall cost. Therefore, where the library needs of a particular development proposal may be satisfied equally well by one or more alternatives, the developer will be required to contribute towards the most appropriate solution identified by the County Council.



County Council Services

3

Affordable Housing

- 3.36** Contributions in respect of affordable housing units provided by an RSL will be reduced by 33%.



Fire & Rescue

Application

To be applied to all residential development of 10 dwellings or more.

Fire Hydrants

- 3.37** Works may be needed to fulfil the Fire Authority's duty to ensure the provision of an adequate supply of water for fire fighting. Requirements for the provision of fire hydrants affixed to water mains and the carrying out of other works that are necessary to ensure adequate supplies of water, in terms of both volume and pressure, may be sought either as planning conditions or possibly through a legal agreement.
- 3.38** Adequate access for fire fighting vehicles and equipment from the public highway must be available and may require additional works on or off site, to comply with Building Regulation BS5588 Part5 – 2004.
- 3.39** The locations and spacing of hydrants should conform to guidance given by the Fire and Rescue Service and, where possible, such locations will be at main roads, feeder roads or road junctions where they are readily visible.
- 3.40** Full details of the Fire and Rescue Service standards for access roads (including weight requirements) and for water supplies are available on request.

Fire and Rescue Service Infrastructure (excluding hydrants)

- 3.41** In addition to the above, the developer/landowner may be required to make a fair and proportionate contribution towards the provision of new fire fighting services or facilities to enable the fire authority to meet its statutory requirements and prescribed standards of fire cover for the area, as set out in the Fire and Rescue Services Act 2004. The costs will be based on the additional population coming from the proposed development, the County Council's cost per square metre of building fire stations and the infrastructure improvements necessary to serve the proposed development.
- 3.42** Contributions will be used to finance new fire fighting equipment and services, extensions to fire stations or the provision of new facilities or other fire and rescue infrastructure as necessary. Contributions will be based on:

Calculation

Additional population coming from development x cost per head of fire and rescue infrastructure improvements.



County Council Services

- 3.43** Only in relation to largest scale new developments, such as possibly a new settlement, might contributions be required to cover the full cost of providing an entirely new fire station which is not replacing an existing service. In such cases, it would be expected that land would be provided free of charge.

Affordable Housing

- 3.44** Contributions in respect of affordable housing units provided by an RSL will be reduced by 33%.



Adult's Services

Application

To be applied to all residential development of 10 dwellings or more.

- 3.45** The County Council provides a range of services to support older people and people with a disability or mental health need as well as providing support for their family and friends. The recent Government White Paper, 'Our Health, Our Care, Our Say', sets out the way in which these Adults' Services are to be delivered in the future. Typical services might be the provision of day centres, care homes, extra care housing and affordable housing schemes, as well as multi-agency approaches such as the shared use of community facilities such as health centres, extended schools or community centres.
- 3.46** The County Council is, wherever possible, committed to the local delivery of social services and this may often be achieved through the shared use of community facilities. Therefore, where landowners and developers are required either to provide or to contribute towards the costs of providing necessary community facilities, the County Council will support the aims of District Councils to secure built accommodation which is also suitable and accessible for part-time use by social services as well as other voluntary organisations and community groups. Uses could include day care and a local contact point for occupational therapy and social work support. Where there is scope for shared use of buildings such as health centres, valuable partnerships may develop to the benefit of the local community. A typical large scale new residential development may increase demand and pressure on existing facilities and it may therefore be justifiable to request developer contributions for either new infrastructure or extensions to existing facilities in order to serve the new development.
- 3.47** The County Council supports the inclusion of policies in the Local Development Framework for provision of affordable housing which is designed to be suitable for older people and for vulnerable adults, particularly to encourage independent living environments for adults with a learning disability.



Household Waste Recycling

Application

To be applied to all residential development of 10 dwellings or more.

- 3.48** Improvements and additions to existing household waste recycling sites (HWRSs), including replacement of some of the mobile service locations with static sites, extensions to existing static sites, additional sites and other building works, may be necessary in order to accommodate additional waste from new housing development. New residential development proposals will therefore be considered individually to assess their impact on the household waste recycling facilities serving the area within which the waste would be generated, taking into account other development that is already permitted.
- 3.49** Contributions sought by the County Council will be reasonably and proportionally related to the scale of the proposed development, capacity at existing facilities and the capital cost of necessary improvements to the County wastes management service infrastructure, including associated costs of acquiring land. Contributions will be calculated by:

Calculation

Number of Additional Dwellings x Cost of Providing HWRS per Dwelling

- 3.50** Only in relation to large scale new developments, such as possibly a new settlement, might contributions be required to cover the full cost of providing an entirely new HWRS which is not replacing an existing service. If new or extended sites are required, they will ideally be identified in advance in local plans but this may not always prove to be possible.
- 3.51** Prospective developers should be encouraged to ensure that the occupants of new dwellings are able to minimise the amount of waste they produce. Storage space should always be provided for recyclable materials and, wherever practicable, facilities should be provided for home composting. Where appropriate, and subject to consultation with the local District or Borough Waste Collection Authority, medium-sized housing developments should include local recycling collection points and the inclusion of a neighbourhood recycling centre may be justified in larger developments.

Affordable Housing

- 3.52** Contributions in respect of affordable housing units provided by an RSL will be reduced by 33%.



Highways & Transport

Application

To be applied to all development, except for TAD which will be applied to commercial uses and all residential development of 5 dwellings or more

(up to 100 units).

3.53 This Section gives advice on contributions relating to highways and transport improvement, ranging from works that would be required directly on site to financial contributions towards sustainable transport as a means of mitigating the impact of development on the transport network.

Infrastructure provision as part of the development.

3.54 Within new developments, landowners and developers will be required to provide all the infrastructure needed to facilitate the movement of people and goods in ways which are safe, sustainable and otherwise satisfactory.

3.55 For non-residential and mixed developments, the on-site infrastructure needs will be assessed individually based on the functional requirements of the proposed development, the relevant standards adopted by the County Council and with due regard to any other material considerations. For residential developments and for purely residential parts of mixed developments, the design of internal infrastructure will be assessed against national and local guidance, including that published by the County Council.

3.56 The County Council will always consider the extent to which the existing off-site infrastructure is able to accommodate the extra movements likely to arise in consequence of new developments. Where the capacity of the existing network is inadequate, or the increased use arising from the development will give rise to safety concerns, the landowners and developers will have to provide or fund the necessary new or improved off-site infrastructures. When considering the question of capacity and safety, the effects of other development which is already committed will be taken into account. This will include, for example, unimplemented planning permissions and proposed land allocations.

3.57 The highways infrastructure required to be built or improved for most new developments include:

- on site roads and footways with connections to existing highways;
- footpaths and, where appropriate, cycle ways and/or bridleways with connections to the existing networks;
- parking facilities for cars, motorcycles and bicycles;
- surface water drainage systems, and
- street lighting.

In addition, bus stops, shelters and lay bays will also be necessary in relation to many new developments.



County Council Services

- 3.58** Costs of providing for identified requirements will vary according to individual circumstances. A sample of typical items of new highway infrastructure and their estimated costs of construction has been published by the County Council to assist landowners and developers.
- 3.59** Commuted maintenance payments may be required where it is reasonable to do so, equivalent to the capitalised costs of future maintenance. Typical items would include landscaping, special lighting and other street furniture, and drainage soakaways. Commuted payments will not generally be required for carriageway and footway maintenance.
- 3.60** Some maintenance cost components are more predictable and the commuted payment calculation has been standardised.
- 3.61** These rates are subject to regular review. Where infrastructure such as bridges, underpasses, retaining walls and surface water retention systems is required, future maintenance costs can only be assessed case by case.
- 3.62** Improvements to public highway infrastructure will require a separate agreement to regulate construction, and the County Council's administrative and legal costs combined are likely to amount to approximately 9% of the estimated total cost of the works, plus any fees for specialist advice, subject to a minimum of £1000.

Sustainable Transport – Mitigating the impact of development.

- 3.63** Developers will be required to adopt a sustainable approach to transport. An important aspect of this will be the promotion of modes of travel other than the car and developers will need to cater for pedestrians and cyclists as well as ensuring good accessibility to public transport.
- 3.64** In addition to highway and transport works required to meet safety and capacity requirements resulting from development, developers will, therefore, be required to contribute towards mitigating the impact of development and improving accessibility by all modes, in particular public transport, walking and cycling. For large scale development including residential schemes of over 100 units, a Transport Assessment will be required, to identify the degree of transportation mode and likely level of contributions. For commercial development and residential schemes of less than 100 units, a County wide adopted methodology known as Total Access Demand (TAD) will be used to determine contribution levels. The methodology, which is explained below, will provide a firm basis for negotiation. All developers will, however, have the opportunity to provide a Transport Assessment as an alternative approach to identifying the impact and necessary mitigation measures associated with their development. If a developer includes as an integral part of an application specific proposals for improving the accessibility of the site by sustainable transport means, the cost of these proposals may be off-set against the TAD contribution.
- 3.65** Contributions secured will be allocated to schemes identified in the document titled 'Highways and Transport Proposed Schemes to be Progressed if Developer funding is Secured'. This document is developed through consultation and approved by the County Council and is reviewed annually. The list of schemes for Worthing at March 2007 is included at the end of this Section. Contributions may also be allocated to any other scheme which will improve access between the development and local amenities, or to other priorities that arise such as the current schemes to reduce accidents in Chapel Road and Marine Parade.



The Total Access Demand Methodology.

Thresholds and Discounts

3.66 In Worthing, the threshold for residential development is sites of 5 units or more.

How a contribution is calculated.

3.67 The contribution is made up of two elements, a Sustainable Access contribution, currently £325, in respect of each occupant or employee without a parking space and an Infrastructure Contribution, £650, per occupant or employee with a parking space. The total contribution is, therefore, the sustainable access contribution plus the infrastructure contribution. The payment will be made as a single contribution. The payment per occupant or employee is greater for the Infrastructure Contribution than for the Sustainable Access Contribution. Therefore, the higher the percentage of parking spaces in relation to occupants or employee numbers, the greater the contribution to public transport/sustainable transport initiatives. Conversely, development in more accessible locations will require lower levels of parking and hence a lower level of contribution.

3.68 The calculation should be made only once the parking requirements for the development have been agreed with Officers. The parking standards applied in Worthing are available both from the Borough Council and County Council. Whilst examples of the calculations are set out below, the County Council website provides a TAD calculator to enable developers to work out the contribution for their specific scheme.

Commercial uses.

3.69 The methodology is based on number of employees per floor space as follows:

Use Class	Sq.m. per worker (Gross)
B1 Offices	21.0
B2 Industrial	37.0
B8 Warehousing	47.0

The Table below shows examples of how the method is applied.

Use Class	Floor space (sqm) (A)	Sqm per employee (B)	Total Access (C = A/B)	Parking Provision (D)
B1 Office	1,000	21	48	33
B2 Industrial	1,000	37	27	25
B8 Warehousing	1,000	47	21	10



Sustainable Access Contribution (C-D) x £325	Infrastructure Contribution (D x £650)	Total Contribution
£4,875	£21,450	£26,325
£650	£16,250	£16,900
£3,575	£6,500	£10,075

Residential Development

3.70 In Worthing the methodology is based on County Council occupancy levels as set out on page 6 and also on page 34. The Table below shows examples of how the method is applied.

Units (A)	Occupancy per unit (B)	Total Access (C = A x B)	Parking Provision (D)	Sustainable Access Contribution (C-D) x £325
5 x 1 bed house	1.7	9	5	£1300
5 x 2 bed house	1.8	9	5	£1300
5 x 3 bed house	2.2	11	10	£325
5 x 4 bed house	2.7	14	15	-

Infrastructure Contribution D x £650	Total Contribution
£3,250	£4550
£3,250	£4550
£6,500	£6825
£9,750	£9,750



Further Advice on all Highway and Transport Issues.

3.71 Landowners, developers and any other interested parties may contact the Development Control Group, Highways and Transport at West Sussex County Council for further information or assistance with regard to the following County Council highway and transport concerns relating to new development:

- TAD
- access & parking for residential development
- accessible transport
- Area Transport Plans
- bus contracts, timetables and stops
- community transport
- cycling studies and cycle ways
- highway improvement lines
- plans and studies for car parking (in association with the District/Borough Councils)
- public transport
- road safety
- road signs
- standards of parking and servicing for non-residential development
- street lighting
- traffic calming
- traffic schemes
- tourism signs

Additional notes on the application of TAD

1. The sustainable access contribution and infrastructure contribution will be required in addition to contributions or improvements required to ensure that the development provides sustainable and safe access within the capacity of the transport network provide.
2. With respect to commercial development the sustainable access contribution and infrastructure contribution will be required in addition to measures incorporated within a travel plan.
3. With respect to commercial development TAD will be based on gross floor area.
4. The methodology relates to the impact of new development – allowances will be made for movement generated by existing uses on a development site or existing parking provision provided on a site. Hence for the purposes of the contributions methodology development includes all proposals likely to result in a net increase in movement.
5. The TAD methodology provides a guide to aid transparency, consistency and equity when considering developer contributions. Exceptional circumstances will be considered on their merits. All developers have the option of providing a Transport Assessment as an alternative approach to assessing the impact of development and hence appropriate mitigation measures.
6. An assessment of wider planning objectives could result in the level of contribution being reviewed in exceptional circumstances.



7. The methodology should be considered in relation to the approved list of schemes to be funded if developer contributions become available.
8. Contributions could secure improvements to facilities for the disabled, pedestrians, cyclists, public transport services or facilities, traffic management or safety enhancements.
9. Contributions will only be secured towards proposals which will influence travel patterns to / from development either on their own or as part of a package. Contributions will not be sought from development if no improvement can be identified that relates directly to movement generated by the development.
10. Contributions will be secured via a S106 agreement and will be paid to the District Council, normally on commencement of development.
11. An annual report summarising the total of financial contributions received and where they have been spent will be produced and made publicly available.
12. TAD relates directly to occupancy levels. Where local information suggests that alternative occupancy levels are more appropriate these will be considered.
13. Separate provisions apply in relation to development impacting on the trunk road network. These provisions are set out in DTLR Circular 04/2001 (Control of Development Affecting Trunk Roads and Agreements under Section 278 of the Highways Act 1980).
14. The approach will not be applied retrospectively to sites with unimplemented planning permissions.
15. The level of contributions will be reviewed annually.
16. The County and/or District will agree to spend financial contributions within a reasonable period of time up to 10 years after the completion of the development.
17. Separate provisions apply in relation to development impacting on the trunk road network. These provisions are set out in DTLR Circular 04/2001 (Control of Development Affecting Trunk Roads and Agreements under Section 278 of the Highways Act 1980).
18. The approach will not be applied retrospectively.



LIST OF SCHEMES TO BE PROGRESSED IF DEVELOPER FUNDING IS SECURED

March 2007

Background

- 3.72** In line with latest national guidance (see below), County and District Councils have developed a structured approach to the identification of transport needs related to development proposals. This aims, in particular, to improve the link between meeting the needs of development and the aims of the Local Transport Plan.
- 3.73** The County Council's Works Programme and Forward Programme are produced annually to list the highways and transport schemes to be progressed with the funds available. This year, the Forward Programme has been extended to include schemes that have been identified, in liaison with the Local Planning Authorities, as meeting LTP objectives but that cannot be progressed within available funding. Developer contributions will be sought towards these schemes, where they are seen to meet the needs of development proposals.
- 3.74** This extended Forward Programme has been subject to consultation and will be supported by District Councils and used to assist the development control process. The programme will be updated each year and it is intended to engage wider community interests in developing and updating the programme in future years.

Planning Context

- 3.75** Planning Policy Guidance Note 13 : Transport requires authorities to demonstrate a linkage between land use planning and transport policies and objectives. PPG13 recognises that:
- Local Transport Plans have a central role in co-ordinating and improving local transport provision and should relate to measures which form part of the local approach to the integration of planning and transport.
 - Development Plan allocations and local transport priorities and investment should be closely linked.
 - Local Authorities should ensure that their strategies on parking, traffic and demand management are consistent with their overall strategy on planning and transport.
 - Local Authorities should take into account the potential for changing overall travel patterns, for instance by improving the sustainability of existing developments through a fully co-ordinated approach of development plan allocations and transport improvements.
 - In determining Planning Applications, local authorities, in conjunction with work on the local transport plan: should negotiate improvements to public transport as part of development proposals; create more direct, safe and secure walking routes and assist in the completion of the national cycle network, and additional key links to and from the network, as well as promoting local networks.
 - Local planning authorities should take a more pro-active approach towards the implementation of planning policies on transport, and should set out sufficient detail in their development plans to provide a transparent basis for negotiation with developers on the use of planning obligations as appropriate, to deliver more sustainable transport solutions.



County Council Services

- Planning obligations may be used to achieve improvements to public transport, walking, and cycling, where such measures would be likely to influence travel patterns to the site involved, either on their own or as part of a package of measures.
- Planning obligations should be based around securing improved accessibility to sites by all modes, with the emphasis on achieving the greatest degree of access by public transport, walking and cycling.

3.76 When considering the impacts of development (including the cumulative impact of smaller development sites) and the means of mitigating these impacts, schemes within the extended Works Programme will be given priority. This has the advantage of ensuring that contributions are sought towards transport improvements that are clearly identified, are supported locally and will support LTP objectives, hence addressing the issue of the integration of transport and planning that is at the core of PPG13. It may be necessary for development to contribute towards measures not included in the Forward Programme or this list, which should not be taken as a complete record of needs. For major development a transport assessment will still be necessary and measures to mitigate the impacts of the development, beyond the measures identified in this programme, may still be required.

3.77 The allocation of contributions to schemes identified in the Forward Programme must be clearly justified and in accordance with the usual statutory policy tests. Within the existing policy framework it is expected that contributions may be required to improve access to a site or to mitigate the impact of traffic generated by the development on the safety and convenience of existing road users, in particular vulnerable road users. Improvements secured must be related to the development.

3.78 It must be recognised that although all proposals highlighted in the extended Works Programme are considered to be beneficial and will assist the achievement of LTP objectives, current funding will not support the early implementation of the majority of the schemes highlighted. Where this is the case, proposals may only be progressed if funds, primarily through developer contributions, become available.

3.79 This document will be updated annually.

Schemes for Worthing Borough.

Various.

- Improvements arising from South Coast Corridor Multi Modal Study recommendations
- High Street Improvements
- East Worthing Access Road
- Titnore Lane Improvements
- Town Centre street lighting
- Worthing Shopmobility
- Lorry Parking provision
- Car parking management and enforcement

Junction improvements, including the following examples:

- Chesswood Road / Homefield Road
- Chesswood Road / Ladydell Road



- Lyndhurst Road / Homefield Road
- Mini Roundabout at Shelley Road / Crescent Road
- Mini roundabout at A259 / Brougham Road
- Charmandean Road J/W Cissbury Road
- Crossing / Traffic Signals / Junction improvement Church Road j/w Bellvue
- Investigate HGV movement's specific problem in East Worthing and Poulters Lane / South Farm Road junction

Traffic Management

– including (subject to justification and public support) the following examples:

- Broadwater
- East Worthing – Newlands Road, Chesswood Road, Lyndhurst Road, Thurlow Road, Cranworth Road, Sugden Road, Halsbury Road, Alverston Road, Cottenham Road, Eldon Road,
- Marine Parade near Warnes Hotel / Splash Point
- Terringes Avenue
- South of Tarring Road
- Traffic calming on Chantry Road, Northfield Road, Highfield Road, Highdown Avenue

Speed Management / Safety Schemes

- A24 Findon to Offington Roundabout
- A259 Worthing to South Lancing
- A259 Angmering to Durrington
- A27 Worthing – Lancing

Walking and Cycling

- Implementation of agreed cycle route network
- Provision of further cycle parking at appropriate locations, including retail and employment sites, and appropriate sites on proposed cycle network
- Pedestrian enhancements, on desire lines for Worthing town and all employment, retail and educational journeys, including:
- Enhanced dropped kerbs
- Footway enhancements
- Improved maintenance
- Junction build outs / reduced carriageway widths
- Pelican Crossings
- Pedestrian / environmental enhancements to shopping areas – Borough wide including Ham Road shops and Lyndhurst Road shops

Travel Plan and Safer routes to school projects:

B

- Bramber First and Middle Schools
- Broadwater First and Middle Schools
- Elm Grove First School



County Council Services

- English Martyrs Primary School
- Field Place First School
- Goring by Sea First School
- Hawthorns First School
- Laurels First School
- Orchards Middle School
- Vale First and Middle School
- West Park First and Middle Schools
- Heene First School
- Durrington First and Middle Schools
- Lyndhurst First School
- Springfield First School
- Whitemead First School
- St Marys First School
- Thomas A Beckett First and Middle Schools
- Chesswood Middle School
- Downsbrook Middle School
- Chatsmore High School
- Davison High School
- St Andrews High School
- Worthing High School
- Durrington High School

Transport

- Enhanced Bus Service frequency between Durrington and Worthing
- Quality Bus Partnership measures
- Bus shelters enhancement / provision (linkages with Quality Bus Partnership)
- New bus shelters on Broadwater road
- New bus stop with shelter on Northbrook Road
- Bus stop improvements in Lyndhurst Road
- Bus stop / shelter provision at junction of High Street / Lyndhurst Road / North Street
- Personal bus information and information boards
- Enhanced bus service frequency between Durrington and Worthing
- Support for bus service route 1
- Evening service on bus service route 1
- Low Floor buses and on-street Real-time Information on Route 1
- Upgrading and adding to Bus Real-time Information Service



- Support for bus service route 2
- Support for Evening and Sunday service between Worthing and High Salvington
- Support for evening and Sunday service between Worthing and Durrington
- Support for bus service route 13
- Additional peak hour bus services between Lancing and Ford
- Additional off peak bus services on route 16
- Selective Vehicle detection at Steyne Gardens
- Selective Vehicle Detection at Lyndhurst road / Ham Road junction
- Enhanced frequency for bus service 14 (peak, morning, afternoon, Saturday)
- Establishment / development of minibus brokerage in Worthing
- Establishment / development of social and medical volunteer car schemes in Worthing
- Improved evening bus service on route 700
- Improved Sunday service on route 702
- Improvements to all rail stations in the Borough (lighting, information, secure cycle parking, environmental enhancements to station environments – for example graffiti removal)
- Taxi ranks and shelters
- Worthing Dial a Ride

3.80 Bus service from Brighton to Worthing incorporating some or all of the following principles:

- High service frequency
- Bus priority
- Dedicated facilities
- Real-time information
- 24 hr running
- Low fares



POLICY FRAMEWORK FROM THE CORE STRATEGY SUBMISSION DRAFT.

Policy 1

Affordable Housing COM1

The preferred approach is to require the provision of affordable housing on all but the smallest sites.

- *on all sites of 6 to 10 dwellings, 10% affordable housing will be required via a financial contribution*
- *on all sites of 11 to 14 dwellings, 20% affordable housing will be required via a financial contribution*
- *on all sites of 15 dwellings or more, or 0.5 ha or more in size, 30% affordable housing will be required*

The appropriate mix in terms of housing tenures and house sizes of affordable housing and spread within a development will be determined in response to identified needs, funding priorities and housing strategy targets at the time of the development.

The policy approach is to seek to secure on-site provision on sites of 15 dwellings or more. Where the Council accepts that there is robust justification, the affordable homes requirement may be secured through off-site provision or financial contributions. In these circumstances, the off-site provision or financial contribution must contribute to the creation of mixed communities.

Policy 2

New Development and Community Infrastructure COM4

Development will be permitted if the infrastructure required in association with it exists already to an acceptable level or will be provided in time for occupation of the development, either in its entirety or in phases. Where appropriate, developers will be required to provide infrastructure directly required by their development either on-site or through a contribution to off-site provision. This will be achieved through planning conditions or planning agreements.

Proposals for new or enhanced infrastructure to meet the needs of the existing community or new development will be supported.

Further guidance on this will be set out in a Planning Contributions Supplementary Planning Document, (SPD).





Appendix 2 Model Unilateral Undertaking

Example

DATED 2007

UNILATERAL UNDERTAKING

by

AND

Relating to

West Sussex

THIS UNILATERAL UNDERTAKING is made the day of .
Two thousand and

BY (the Owner) and

(the mortgagee)

(to be completed by any other party with a interest in the land, such as a Bank with a mortgage on the property) and

RECITALS:-

A. The owner is the owner of the land known as
(registered at the H M Land Registry under Title Number) shown
edged red on the plan attached hereto

B. Worthing Borough Council (the Council) the Local Planning Authority for
the purposes of the Act and for the Administrative Area in which the land is
situated

C. The owner and has/have now made an
application to the Council for Planning Permission and Planning Reference
Number WB.....

D. The owner considers that the land should be bound by this Planning obligation in
the manner hereinafter contained.

DEFINITIONS

1. In this Deed the following words and expressions shall where the context so
admits have the following meanings:

1.1 **The Act** means the Town and Country Planning Act 1990 as amended



Appendix 2 Model Unilateral Undertaking

1.2 **All requisite Consents** means all Consents Orders or Agreements Authorisations Licences or Permissions necessary to implement the development.

1.3 **Application** means Planning Application allocated reference No. by the Council to the land

1.4 **Development** means the construction of

1.5 **Commencement of the Development** means implementation by the carrying out of a material operation as defined in Section 56(4) of the Act

1.6 **The Owner** shall include its successors in title and assigns

1.7 **The Plan** means the plan annexed hereto

1.8 **The Land** means All That land being

1.9 **The Planning Obligation** means the Planning Obligation set out in the Schedule to this Agreement

1.10 **The Planning Permission** is the Permission granted under Application Number WB.....

MAIN OPERATIVE CLAUSES

2.1 **THIS** Undertaking is an Agreement made pursuant to Section 106 of the Town and Country Planning Act 1990 (as amended), Section 111 of the Local Government Act 1972 and all other powers and enactments thereby enabling and which may be relevant for the purposes of the enforcement of covenants and or obligations contained herein to the intent that it shall bind the Owner and its successors in title and assigns, each and every part of the land

2.2 **THE** Owner hereby covenants with the Council that it will in all respects comply with the conditions that may be contained in the Planning Permission and that it will comply in all respects with Planning Obligations set out and contained in the Schedule hereto to the effect that the land and every part thereof shall be permanently subject thereto.

2.3 **THE** Mortgagee confirms its consent to the Owner entering into this Deed of Unilateral Undertaking

2.4 **THIS** Planning Obligation is conditional upon and shall be of no effect until the Planning Permission has been granted. If the Planning Permission is cancelled, revoked or otherwise withdrawn this Deed shall cease to have effect.

2.5 **A** person (other than the Council) who is not a party to this Deed shall have no right under the Contracts (Rights of Third Parties) Act 1999 to enforce any term of this Deed.

2.6 **THIS** Deed is a Local Land Charge and is registerable as such by the Council.

2.7 **THIS** Deed shall be governed by and construed in accordance with the Laws of England and each of the parties hereby submits to the exclusive jurisdiction of the English Courts.



Appendix 2 Model Unilateral Undertaking

2.8 **ANY** notice, consent or approval required to be given under this Agreement shall be in writing and shall be delivered personally, or sent by prepaid first class recorded delivery post, telex or facsimile transmission. The address for service of any such notice consent or approval as aforesaid shall in the case of the parties be the address given in the above hereto or such address for service as shall have previously been notified by the party in the case of the Council be Worthing Borough Council Town Hall Chapel Road Worthing West Sussex BN11 1H

2.9 **THE** Owner agrees to paying the Council's reasonable legal costs in checking the contents of this agreement is correct and the Owners title valid.

[2.10 **THE** Owner hereby covenants to use all reasonable endeavours to register his title to the land with the H M Land Registry at Portsmouth and to provide the Council with documentary evidence thereof at the earliest possible opportunity and in any event within thirty days of the commencement of development] (To be added if the land is not registered)

THE SCHEDULE

1. The Owner hereby covenants with the Council that it will at the date hereof / within seven days of the commencement of the development (detail obligations)

2. (i) (in relation to the provisions of pay the sum
of to the Council.

(ii) (and in relation to the provisions of pay the
sum of to the Council
making a total of

3.

(Delete as appropriate)

PROVIDED THAT where the date for payment of the sums in respect of transport and/or open space, sport and recreation and/or the Education Contribution and/or the Affordable Housing contribution and/or the Community Facilities contribution and/or the Community Safety contribution is after the date of this Deed then that payment or payments shall be increased by an amount equal to the proportionate increase in the All-in Tender Price Index published by the Building Costs Information Service of the Royal Institution of Chartered Surveyors between the quarter preceding the date of this Agreement and the quarter preceding the Operative Date

SIGNED by)

.....)

)

Owner/Company Secretary/Director/Authorised Signatory

In the presence of



Appendix 2 Model Unilateral Undertaking

Witness name

Address

Occupation

SIGNED by)

)

)

Mortgagee/Company Secretary/Director/Authorised Signatory

In the presence of

Witness name

Address

Occupation



Appendix 3 Standard Costings for Open Space, Sport & Recreation Contributions

3

Sports Field Construction - Site with Two Senior Football Pitches and One Cricket Square		
Example Site - Northbrook Recreation Ground (Not Including Play Area) - 37865.78 M2		
Item	Item Description	Cost
1	SECTION ONE - Site Clearance - All Landscaped/Sports Areas	£7,641.82
2	SECTION TWO - Construction of Outfield/Pitches	£164,389.30
3	SECTION THREE – Construction of Cricket Square	£20,853.65
4	SECTION FOUR – Buildings, Parking and General Hard Surfaces Etc.	£378,540.00
5	SECTION FIVE – Site Infrastructure	£151,991.50
6	SECTION SIX – Landscaping - Soft Landscaping of Site including Tree, Hedge and Shrub Planting	£22,266.05
7	SECTION SEVEN – Initial Layout	£1,227.40
	Sports Field Construction Total Cost	£746,909.71
	Cost Per M2	£19.73



Appendix 3 Standard Costings for Open Space, Sport & Recreation Contributions

Sports Field Construction - Site with Two Senior Football Pitches and One Cricket Square		
Amenity Green Space Site Construction - Other General Open Space & Natural/Semi Natural Green Space		
Example Site - Lyons Farm Open Space (Not Including Play Area) - 11830 M2		
Item	Item Description	Cost
1	SECTION ONE - Site Clearance - All Landscaped Areas	£3,091.87
2	SECTION TWO - Seeding Grass Areas	£17,094.55
3	SECTION THREE – General Hard Surfaces Etc.	£34,500.00
4	SECTION FOUR – Site Infrastructure	£88,109.52
5	SECTION SIX – Landscaping - Soft Landscaping of Site including Tree, Hedge and Shrub Planting	£15,888.44
	Amenity Green Space Site Construction Total Cost	£158,684.37
	Cost Per M2	£13.41
(Note) General Open Spaces & Natural/Semi Natural Green Spaces are estimated at the same cost as Amenity Green Space with regard to construction. It is assumed that these sites would be compacted, so they would need construction from a blank canvas and would require all the elements that the Amenity Green Space would require.		



Appendix 3 Standard Costings for Open Space, Sport & Recreation Contributions

3

Item	No. /Area Required	Purchase Cost	Installation Cost	Surfacing Area	Surfacing Cost	Total Cost	Notes
Sprung Mobiles - Typical from Proludic Range	2	550.00	175.00	16	89.00	2,874.00	£45 - 40mm Cont's + £44 - 100mm base works
Roundabout - Proludic Speed Gyro	1	1,700.00	375.00	24	89.00	4,211.00	£45 - 40mm Cont's + £44 - 100mm base works
See Saw - Proludic Quatro	1	1,400.00	345.00	12	89.00	2,813.00	£45 - 40mm Cont's + £44 - 100mm base works
Set Junior Swings - Proludic single Bay 2.4m anti wrap	1	1,650.00	510.00	22	91.00	4,162.00	£47 - 50mm Cont's + £44 - 100mm base works
Set Cradle Swings - Proludic 2.0m single bay, anti wrap	1	1,800.00	510.00	21	91.00	4,221.00	£47 - 50mm Cont's + £44 - 100mm base works
Multiplay Unit - Younger Kids - Proludic Biibox - J45105	1	6,400.00	1,400.00	44	103.00	12,332.00	£59 - 100mm Cont's + £44 - 100mm base works
Multiplay Unit - Older Kids - Proludic Biibox - J45109	1	10,500.00	2,300.00	63	103.00	19,289.00	£59 - 100mm Cont's + £44 - 100mm base works
Teen Shelter	1	3,518.00	585.00		1,662.00	5,765.00	SMP Meeting Point (3 Cell)
Rodeo Board - Proludic	1	2,574.00	395.00	23	89.00	5,016.00	£45 - 40mm Cont's + £44 - 100mm base works
Aero Skate - Proludic	1	3,756.00	811.00	25	91.00	6,842.00	£47 - 50mm Cont's + £44 - 100mm base works
Gyro Spiral - Proludic	1	1,883.00	406.00	26		2,289.00	£47 - 50mm Cont's + £44 - 100mm base works





Appendix 3 Standard Costings for Open Space, Sport & Recreation Contributions

Item	No. /Area Required	Purchase Cost	Installation Cost	Surfacing Area	Surfacing Cost	Total Cost	Notes
Fencing - Lin. M	127	28.00				3,556.00	1,000 M2 - Sq Rte = 31.62 x 4 Sides = 127 Lin. M
Single Access Gate	1	350.00				350.00	Self Closing Mono Hinge Type
Double Maintenance Gate (Supply & Install)	1	400.00				400.00	Double Gate with Locking Point
Operator Sign	1	195.00	80.00			275.00	
Litter Bin - David Ogilvie - Balmoral Bin	2	480.36				960.72	Purchase and Installation Incl'd in this price
Bench Seating Colwyn Bench Seat	3	280.00				840.00	Purchase price + Installation Cost
Cycle Rack - SMP Ciclos	1	383.00	79.00			462.00	
Shrub/Tree Buffer Zone - M2 Costings supplied by Parks)	150	21.78				3,266.84	
Average Area for a LEAP:-							
Tarmac Surfacing and Preparation for Safer Surfacing - M2	1,000			276		29,495.50	Costings From Engineers
Total Cost						109,420.06	
Total Area (M2) =	1000						
Cost per M2 = Total Cost Divided by Total Area =						109.42	

Appendix 3 Standard Costings for Open Space, Sport & Recreation Contributions

Item	No. /Area Required	Purchase Cost	Installation Cost	Surfacing Area	Surfacing Cost	Total Cost	Notes
Cost per M2 Taken from LEAP Page	115.69						
Average Cost per M2 (LEAP plus NEAP divided by 2) £	112.55						



3 Appendix 3 Standard Costings for Open Space, Sport & Recreation Contributions

