

# **KCC Guide to Development Contributions and the Provision of Community Infrastructure**

[www.kent.gov.uk/community/regeneration/development-investment](http://www.kent.gov.uk/community/regeneration/development-investment)

**Kent County Council  
(KCC)**

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## Key Contacts

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Mouchel Property Services are contracted on behalf of KCC to act as agent in securing the receipt of contributions.

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Or for further information visit,

**[www.kent.gov.uk/Community/regeneration/development-investment/](http://www.kent.gov.uk/Community/regeneration/development-investment/)**

***If you have any queries regarding the contents of this Guide please contact us.***

## Introduction

Kent is facing significantly high levels of development over the next twenty or so years, therefore the provision of adequate infrastructure and facilities to support this growth is essential. This is central to the Government's aspirations in respect of sustainable communities and, ultimately, the creation of quality development and places where people want to live. It is the Government's expectation that development will make an appropriate contribution to the required infrastructure to deliver this objective and make the proposal(s) acceptable in planning terms. This Guide outlines KCC's approach to development contributions in this context and, in accordance with the legal and planning policy background, sets out the standard requirements and methodologies employed in the calculation of the contributions.

The **aim** of this Guide is to promote a consistent and transparent approach across the County of Kent towards the requirement for and the calculation of development contributions for KCC provided services, thus aiming to assist expediency in the planning process. The **objective** of this Guide is to help to quantify the likely level of contributions required in respect of KCC services to meet the impact upon existing community facilities resulting from development. This will raise awareness at a very early stage of the potential requirements to enable developers and landowners to take these matters into account when formulating their development proposals and costs.

As part of this process, it should be noted that contributions are also likely to be sought for other non-KCC facilities (including affordable housing, open space, health, police and emergency services etc.). Districts as Local Planning Authorities will normally be the determining authority and therefore establish the totality of all development contributions as part of the overall consideration of the acceptability of a development proposal in planning terms. (see 'Wider Issues').

This Guide supports 'Vision for Kent' (KCC's Communities Strategy) and provides reference for planning applications and emerging planning policy, including Local Development Documents. It also reflects the guidance contained in Circular 05/2005, which is now the cornerstone of Government Guidance in respect of Planning Obligations. The Children Act 2004 has also played a significant role in restructuring the delivery of public services which are now primarily based around Children, Families & Education, Community Services, and Adult Social Services along with Highways & Transportation and others. These changes are similarly reflected.

The details of the methodologies and formulae used are set out in Part 3 of the Guide along with a summary of likely requirements.

Access to information is available via the Key Contacts identified on the previous page and references to specific information are contained throughout this Guide.

***Please note references throughout this Guide to "Kent, County of Kent" etc do not include areas for which Medway Council have responsibility as a Unitary Authority.***

## Part 1

### 1.1 The County & Development Contributions in Context

The scale of development and growth for the South East as referred to in the introduction is outlined within Regional Planning Guidance (RPG9 and 9a) and the Kent and Medway Structure Plan (2006). The emerging Regional Plan for the South East is now considering the scope to further increase residential numbers over the period to 2026. The publication 'What Price Growth' outlines KCC's response to the Government's growth agenda and quantifies the scale of potential impact on public services for Kent as a whole. It is against this background that KCC produced its original Developers' Guide in 2002 to quantify the requirements for development contributions.

Since then there have been a number of significant changes to the planning system. This, together with new legislation and Government expectations has impacted on the way services are delivered. It is, therefore, necessary to revise the existing Guide in order to explain how KCC as the Strategic Authority and service provider, is dealing with these changes. To support this approach, MORI were commissioned to undertake a study of new residential development in order to provide the most robust, accurate and up to date data for use in identifying requirements.

Below there is an outline of National, Regional and Local policy although all guidance in respect of planning policy and the case for contributions is available upon request from the contacts listed in this Guide.

### 1.2 Wider Issues

Whilst the emphasis in this Guide is placed on the services within the statutory remit of KCC it is important to recognise that there is a range of services delivered by other providers and that there are many issues that need to be balanced. See definition of the range of Community Services in 'Legal and Planning Policy Context'.

It is also important that these requirements are identified at an early stage so they are clear and can be taken into account by a developer/landowner when evaluating a prospective scheme. As previously stated, Districts as Local Planning Authorities will normally be the determining authority and ultimately make the decision as to whether an individual development proposal is acceptable in planning terms. This Guide is intended to inform and support this process.

Some services and facilities are less definitive, and therefore, less able to be readily quantified against a standard methodology, including those services based on alternative delivery solutions. Depending on the service delivery strategies and user patterns for that particular service, these may be geographically, functionally or revenue based. These are equally important and, in the absence of a standard methodology, will need to be assessed on their merits on a case by case basis.

Alternative methods of procurement and delivery, including the direct provision of facilities are equally important to consider, where appropriate, and KCC welcomes discussions with developers and/or landowners in this respect (See 'Innovative Approaches to Community Infrastructure – Commitment to Quality').

Therefore, whilst this Guide sets out the standard requirements and the methodologies employed in the calculation of the contributions required, each development proposal will be assessed on its own merits. This is particularly pertinent for ‘brownfield’ development where regeneration benefits &/or planning policy considerations may need to be weighed against remediation costs and existing use values. However, there will be due regard to the Environmental Protection Act 1990 and the presumption that the polluter and/or landowner are responsible for the cost of remediation. In these circumstances, the onus should be on the applicant to demonstrate 1) exceptional circumstances and 2) that, in the knowledge of all likely development costs, the particular proposal is unlikely to be financially viable. This needs to be demonstrated and could be achieved by a confidential ‘open book’ valuation approach.

If a development cannot support the required facilities, it will be further necessary for a developer to identify other mechanisms to provide the necessary community infrastructure, such as applications for grant from the appropriate development agency or through central government bidding opportunities. The importance of partnerships is recognised in this respect with local authorities, funders, developers, land owners, housing associations and others working together to deliver effective ways of identifying gap funding requirements.

In this respect Kent & Medway Structure Plan policy QL12 (b) requires that *“development will not be permitted until the basis for funding community services it requires has been identified and agreed”* (see ‘Legal and Planning Policy Context’).

Prevailing Government guidance and/or legislation will need to be taken into account and adhered to as and when it arises. At the current time this includes Department for Communities and Local Government (DCLG) guidance (such as ‘Planning Obligations Practice Guidance’ published July 2006) and the proposals in respect of a Planning Gain Supplement (PGS) which may, in time, necessitate a review of this Guide.

### **1.3 Consultation**

This Guide has been subject to formal consultation including District Authorities, the Kent Planning Officers Group (KPOG) its relevant sub groups, the authorities responsible for the provision of community services and the Development Industry.

#### **Consultees**

#### **Kent Planning Officers Group (KPOG)**

#### **KPOG Sub Groups**

- **Development Control Officers,**
- **Planning Policy Officers,**
- **Housebuilders Liaison Group**

#### **Kent Developers Group**

#### **KCC Cabinet 18.9.06.**

#### **Formal Consultation – Monday 9<sup>th</sup> October 2006 to Friday 1<sup>st</sup> December 2006**

#### **KCC Cabinet 12.3.07**

## 1.4 Legal & Planning Policy Context

### ODPM Circular 05/2005 – Planning Obligations

Circular 5/05 makes it clear that it is acceptable to secure contributions from new development to enable delivery of the infrastructure and services necessary to ensure that development proposals are acceptable in planning terms.

The Office of the Deputy Prime Minister (ODPM) has now been replaced by The Department for Communities and Local Government (DCLG) which was created on 5 May 2006 with a powerful remit to promote community cohesion and equality, as well as responsibility for housing, urban regeneration, planning and local government. **A copy of Circular 05/2005 can be downloaded from the DCLG web site at [www.communities.gov.uk](http://www.communities.gov.uk)**

Circular 05/2005 identifies five tests as the prerequisite of a planning obligation:

- Relevant to Planning
- Necessary to make the proposed development acceptable in planning terms
- Directly related to the proposed development
- Fair and reasonably related in scale and kind to the proposed development
- Reasonable in all other respects

### Kent and Medway Structure Plan

The Kent and Medway Structure Plan 2006 was adopted by Kent County Council (and Medway Council) in July 2006 as part of the statutory development plan for Kent. The Plan gives weight to the timely provision of sufficient community and other infrastructure recognising this as an essential component of sustainable development (Policy SS1 of the Plan). Policy QL12 of the Plan addresses the provision of new or expanded community facilities in response to new or relocated pressures on local services arising from new development. It aims to ensure that development should not proceed unless its impacts are addressed and the means of delivering essential community infrastructure are known. Specifically Policy QL12 (b) requires that *'development will not be permitted until the basis for the funding of the community services it requires has been identified and agreed'*.

The range of community services encompassed by the policy is defined as follows. Those services, which fall within the remit of KCC or where KCC has a shared responsibility are shown in bold italics.

'community services' includes ***schools and other education provision, social services, adult education, libraries, youth and community services***, police and emergency services, health, culture, places of worship, ***recreation and amenity space, sport***, local shopping, public utilities and ***transport***.



The Plan encourages flexibility in the use of existing or new buildings for mixed community uses (Policy QL11)

Through Policy IM1 the Plan provides the strategic policy basis for the approach to planning obligations and S106 agreements and is explicit in recognising that ‘*appropriate and proportionate*’ contributions from development will be required to meet the costs of providing community, transport and other infrastructure necessary to provide for the needs arising from it. Such contributions are to be agreed prior to the grant of planning permission, provided in accordance with agreed phasing and, as appropriate, accompanied by ongoing management and/or maintenance arrangements.

## **Regional Policy**

The timely provision of infrastructure is a fundamental tenet of the emerging Regional Spatial Strategy (RSS) for the South East (the South East Plan).

When finalised the RSS will take over from the Structure Plan in providing the strategic policy framework for infrastructure planning, delivery and funding through contributions from development. Draft Policy CC5 (Infrastructure and Implementation) of the Draft Plan (2006) provides the basis for regional policy on this and takes forward the provisions contained within current Kent and Medway Structure Plan policies (see above). In particular CC5 (iii) stipulates that development shall not proceed until the relevant planning authorities are satisfied that the necessary infrastructure required to serve the development is available or will be provided in time whilst CC5 (iv) confirms that contributions from development will be required to help deliver the necessary infrastructure. Draft Policy S8 supports the mixed use of community facilities and encourages ‘creative thinking and action’ on new mixes of cultural and community facilities.

## **The Local Government Act 2000**

The Act requires all local authorities to prepare a **Community Strategy**. **KCC’s Community Strategy is Vision for Kent, 2006 – which is a partnership document (See below).**

## **Vision for Kent 2006**

Vision for Kent is a partnership document, which has been subject to comprehensive public consultation and puts communities at the centre of its objectives. This Guide supports and informs ‘Sustainable Communities Strategies’ (pages 6&7) and provides reference for planning applications and emerging planning policy, including Local Development Documents.

## **The Children Act 2004**

In line with the Children Act 2004, Kent County Council has a duty to improve children's welfare. The newly established Directorate of Children Families and Education will work with the Health Authority, Police Authority, District Councils, other agencies and sectors to ensure the provision of high quality services to support children and families delivered on a community basis through local collaborative structures. With these partners, the authority will introduce systems and processes for sharing data and assessment to inform effective planning and provision.

The Children and Young Peoples Plan is currently out to consultation and is due to be published in July 2006. This statutory plan will be another element to be considered as part of the LDF process.

## **Service Provision Strategies**

These outline the general strategies for the existing and, where appropriate, future services by KCC. Whilst local considerations will always be an important consideration and some proposals will continue to be assessed on their individual merits, they are important in determining the justification for contributions in planning terms.

**It is important to note that a number of Kent local planning authorities have prepared additional advice for further assistance, and a list of contacts is provided under Appendix 2.**

## Part 2

### 2.1 Approach to Determining Development Contributions

In determining the need for a contribution and the level of contribution required, KCC will have regard to the impact directly related to the proposed development, based upon the information available and provided by the developers/landowners, Districts and others together with the approach and methodologies contained within this Guide.

#### Planning Policy

This outlines the parameters for seeking contributions, including their justification and necessity in planning terms. Regard will be had to both national and local policies, and where appropriate emerging policies and guidance. Currently Circular 05/2005 is at the heart of planning policy (See 'Legal and Planning Policy Context') and provides for:

- **Formulae and standard charges**

In an effort to simplify the process, standard charges are recommended as they are transparent although it is accepted that regard will be had to actual impacts (Circular 05/2005 Paras. B33 to B35). In this respect KCC has been moving towards this for some years and as outlined in this Guide, standard charges have been adopted.

- **Maintenance/Initial Support Payments**

Where appropriate KCC will seek contributions towards maintenance and initial support (pump priming) in accordance with the provisions of Circular 05/2005 (Paras B18 to B20).

- **Accountability**

Where KCC is the Statutory Authority, contributions will be held in an identifiable account(s) with an appropriate audit trail.

- **Pooling of contributions**

Where several developments will create the need for a particular piece of infrastructure or service, pooling of the individual contributions will be necessary in accordance with existing and established policy and Circular 05/2005 (Paras. B21 to B24).

- **Standard Clauses (see 'Legal Agreements')**

In order to help speed up the process, standard KCC S106 clauses, unilateral agreements and conditions have been produced and are available on request. On 1<sup>st</sup> August 2006 the Department for Communities and Local Government (DCLG) published a model legal agreement prepared by the Law Society and KCC will have regard to the recommendations, where appropriate.

## **2.2 Updating and Review of Guidance**

This Guide will be revised annually to provide details of the current standard contribution levels, including build costs, and when necessary to reflect changes in infrastructure and service delivery requirements, especially where they are as a consequence of government planning reforms and any new national guidance and/or legislation.

Individual S106 agreements will need to make provision for indexation of contributions to ensure that the arrangements are inflation proofed.

The most up to date version of this guide will be published on the County Council's web site at:

[www.kent.gov.uk/community/regeneration/development-investment](http://www.kent.gov.uk/community/regeneration/development-investment)

## **2.3 Innovative Approaches to Community Infrastructure – Commitment to Quality**

It is important to promote cost effective solutions, reduced costs, flexibility and visionary concepts to service delivery. There is no hard and fast model and KCC is receptive to innovative deliverable solutions and has, for its own part in association with ODPM (now DCLG), prepared templates illustrating alternative approaches. More information in this respect is available on request. As mentioned earlier, alternative methods of procurement, including the direct provision of facilities, which are acceptable to KCC, are equally important to consider where appropriate. Again, more information in this respect is available on request.

Quality design is important in helping to create a sense of place, sustainability and new communities. KCC will require their facilities to be delivered, subject to their approval, in accordance with planning policy, local or otherwise, and the Kent Design Guide.

Further information on the Kent Design Guide can be obtained from [www.kent.gov.uk/kent\\_design](http://www.kent.gov.uk/kent_design), where you can also download a copy. As other local area policies might also apply you are advised to check with the relevant district authority.

## 2.4 Supporting Information

- **Timing of Assessment**

A formal assessment for contribution purposes will be made at the time of a planning application based upon the detail provided by the applicant (dwelling numbers, mix, phasing etc.). **However, developers and landowners are strongly encouraged to seek an indication prior to this for their planning purposes** - particularly on larger developments. Please note that assessments are generally valid for three months from the date issued by KCC and should any circumstances change a new assessment will be required. It should also be noted that assessments are, by nature, a snapshot of circumstances at a particular point in time and variable factors may necessitate regular reviews particularly over the longer term.

- **New Site Requirements**

Where substantial developments are involved there may be a necessity for a site, and/or premises and whilst every effort is made to identify those requirements through the forward planning process it may not always be possible. See Appendix 1 for an indication of general site requirements, which is for information and is not exhaustive.

## 2.5 Legal Agreements

In order to help speed up the process, standard KCC S106 clauses, unilateral agreements and conditions have been produced and are available on request

A broad indication of terms in respect of contributions is as follows:

- Contribution payable upon “Commencement of Development” unless otherwise agreed.
- Contribution Index-linked to the BCIS “All-in Tender Price” Index prepared for the RICS and, in respect of Highways, to the Road Construction Tender Price Index issued by the Department for Transport between the date the planning consent, resolution to grant or contribution is agreed (which ever is earlier) and date of payment.
- The Developer/Landowner to pay all KCC reasonable costs incurred in the negotiation of the contribution and the preparation, agreement completion and monitoring of the Agreement(s). These include legal, professional and administrative costs etc
- KCC undertakes to spend contributions in accordance with the service strategy and, dependent on the type of need within 10 years following occupation of the last residential dwelling/commercial unit.

## Part 3 – Methodologies & Calculations

Methodologies and the approach for calculating KCC community infrastructure contributions are set below. The County Council should be contacted for up to date figures in respect of each area of contribution (see points of contact) as they are reviewed on a regular basis.

### 3.1 Children, Families and Education

The County Council is the Local Education Authority (LEA) for primary and secondary schools in the County including Post 16. The LEA works in conjunction with the Kent Learning & Skills Council as a large percentage of secondary school aged students continue their studies at LEA facilities.

The County Council is also the Children's Services Authority and has a duty to promote and improve the wellbeing of children under the Children Act 2004. The County Council is also required to facilitate nursery education. Where a need is identified contributions will be sought.

#### Methodology

The following outlines the LEAs general approach to Development Contributions, which is based on the requirement created by a particular development in a particular location.

#### Primary and Secondary

1. The Methodology takes into account:

- All planning applications will be considered.
- Applicable dwellings – All dwellings excluding 1-bed units of less than 56m<sup>2</sup> GIA and sheltered accommodation specifically for the elderly will be excluded from calculations.
- School capacities and forecast rolls assessed on
  - Primary schools within 2 mile radius of site
  - Secondary schools within 3 mile radius of site
- Inclusion of other known planning applications in the vicinity.
- Pupil Product Ratios (PPR's)
- Cost Multipliers
- Land acquisition costs are not included in the rate per dwelling.
- On substantial development sites (usually 300+ units) there may also be the requirement for a new school or multi functional site, to be provided at no cost to the LPA, KCC or LEA. Please refer to Appendix 1 for general details of site requirements.

2. The detailed calculation uses the following factors:

- Pupil Product Ratios (PPR's)

The likely pupil product from the subject development is calculated and an assessment made as to whether the local schools will be able to accommodate those pupils in the long term. The figures for new housing are the result of extensive research commissioned by the Strategic Authority and undertaken by MORI in 2005/2006. The Pupil Product Ratios are set out below.

	Flats	Houses
Nursery (3 –4 years old)	0.03	0.09
Primary (5 – 11 years old)	0.07	0.28
Secondary (12 – 18 years old)	0.05	0.20

These figures are calculated on the basis that not all children attend state schools, and that a proportion of pupils in new housing will already be local.

- Cost Multipliers

The following figures represent the average cost per pupil place, based on actual projects carried out by Kent LEA in the recent past. They may be subject to revision as and when necessary but at least annually to reflect changes in build costs.

#### **Current costs per pupil place for 2007**

Primary – extension*	£ 7,013.64
Primary - new build*	£ 12,148.49
Secondary - extension	£ 11,786.58
Secondary - new build	£ 22,199.26

Costs are subject to review as and when necessary but at least annually to reflect changes in build costs.

\* These figures do not include the provision of nursery and/or multi-agency space

In this respect, alterations bought about by The Children's Act 2004 in relation to preventative care may necessitate additional requirements and build costs in order to provide the appropriate level of infrastructure and service. This will generally occur where new primary schools are required and will include provision of nursery and/or multi-agency space but may also apply where a school is being extended or space altered to provide the required facilities.

Where all applicable dwellings will make a contribution the above figures equate to a per dwelling rate as follows:-

### Contribution rate per dwelling for 2007:

This is derived by multiplying the relevant PPR by the relevant cost per pupil place, all as indicated above.

	Flat	House
Primary – extension*	£ 490.96	£ 1,963.82
Primary – new build*	£ 850.39	£ 3,401.58
Secondary – extension	£ 589.33	£ 2,357.33
Secondary - new build	£ 1,109.96	£ 4,439.85

Costs are subject to review as and when necessary but at least annually to reflect changes in build costs.

\* These figures do not include the provision of nursery and/or multi-agency space

In this respect, alterations brought about by The Children's Act 2004 in relation to preventative care may necessitate additional requirements and build costs in order to provide the appropriate level of infrastructure and service. This will generally occur where new primary schools are required and will include provision of nursery and/or multi-agency space but may also apply where a school is being extended or space altered to provide the required facilities.

### 3. School Capacity Assessments

- All primary schools within a 2-mile radius and secondary schools within a 3-mile radius of the proposed development are assessed for capacity, current roll and forecast rolls over the long term. If there is no school within these distances then the nearest appropriate school(s) will be used.
- On occasions, a secondary school may be included even if further than 3 miles away, if it appears likely that it may be chosen by residents of the new development as the nearest appropriate school.
- These figures are valid for a period of 3 months from the date of issue by KCC and are subject to variation in respect of the timing, details of a specific proposal and costs.
- The radii are based on DfES criteria for appropriate walking to school distances and are also used when LEAs seek borrowing approval from the DfES for capital building projects.



## 3.2 Community Services

### General Statement

The following outlines the general approach to development contributions for Community Services. The contributions will be used flexibly to make provision locally (within or near to new developments), and/or as part of larger town centre facilities, or in accordance with service strategy. The exact nature of new facilities will be subject to service strategy, consultation with local people, user patterns and the prevailing local circumstances. The opportunity to take advantage of multi-use design will be closely examined and followed whenever practicable. KCC welcome early discussions with developers and landowners in this respect.

It should be noted that South East Museum, Library & Archive Council (SEMLAC) have produced The South East Public Library Tariff, January 2007, which can be viewed on their web site [www.semlac.org.uk](http://www.semlac.org.uk). This was preceded by publications 1) Museum, Library & Archive Provision and new development in the South East, March 2005, and 2) Securing Developer Contributions for Museum, Library and Archive Facilities in the South East – Guidance Note, June 2005. KCC are considering the approach adopted by SEMLAC and will consider the merits of adapting the current methodology to reflect their recommendations.

### 3.2.1 Libraries

1. The methodology is district based and takes into account:

- All planning applications will be considered.
- Inclusion of other known planning applications in the District.
- Capacity and future requirements across the whole of the District (See general statement above).
- The Kent standard for a new stand-alone library is that it should serve a distinct community of at least 5,000 people.
- Land acquisition costs are not included in the rate per dwelling.
- On substantial development sites a new site/premises may also be required at no cost to KCC or the LPA. Please refer to Appendix 1 for general details of site requirements.
- The Community Services General Statement above.

2. The detailed calculation uses the following factors:

- A service requirement of 23m<sup>2</sup> net of public library space per 1,000 population, based upon the draft National Library Standard, plus circulation and non-public areas.

Parking space will be required generally in accordance with national and/or recognised standards.

- Building costs are based upon the RICS BCIS Tender Price Index and new build prices.
- Fitting out costs including furniture, fittings, technology etc are based upon current fitting out costs of new provision in Kent.
- New book stock based upon National Library Standard 17 - 216 items of book stock per 1,000 population, with the average price of new books taken from the Holt Jackson review of new book prices paid by Public Libraries.

**Contribution rate per dwelling for 2007**

Costs are subject to review as and when necessary but at least annually to reflect changes in build costs.

**£ 216.00**

### 3.2.2 Adult Education

To provide a wide range of educational opportunities to enable adults, their families and communities to develop and succeed through learning.

1. The methodology is district based and takes into account:

- All planning applications will be considered.
- Inclusion of other known residential planning applications in the District.
- Capacity and future requirements will be assessed across the whole of the District, based on KCC full time adult education facilities.
- Land acquisition costs are not included in the rate per dwelling.
- On substantial development sites a new site/premises may also be required at no cost to KCC or the LPA. Please refer to Appendix 1 for general details of site requirements.
- The Community Services General Statement above.

2. The detailed calculation uses the following factors:

- The number of enrolments in the full time facilities within the District, converted to full time equivalent students.
- A requirement for 70 m<sup>2</sup> for 30 full time students, based on the DfES standard for a general teaching classroom, plus circulation and non-public areas.
- The adult population participation rate in adult education for Kent.  
Parking space will be required on a per staff/student basis in accordance with national standards and/or recognised standards.
- Building costs are based upon the RICS BCIS Tender Price Index and new build prices.
- Fitting out costs including furniture, fittings and technology etc., based upon current fitting out costs of new provision in Kent.

#### **Contribution rate per dwelling for 2007**

Costs are subject to review as and when necessary but at least annually to reflect changes in build costs.

**£ 165.50**

### 3.2.3 Youth & Community

1. The methodology takes into account:

- All planning applications will be considered.
- Applicable dwellings – all dwellings excluding 1-bed units of less than 56m<sup>2</sup> GIA and sheltered accommodation specifically for the elderly will be excluded from calculations.
- Inclusion of other known planning applications in the vicinity.
- Capacity and future requirements will be assessed within a 3-mile radius of the proposed development site.
- Land acquisition costs are not included in the rate per dwelling.
- On substantial development sites a new site/premises may also be required at no cost to KCC or the LPA. Please refer to Appendix 1 for general details of site requirements.
- The Community Services General Statement above.

2. The detailed calculation uses the following factors:

- The current average level of attendance per session within the 3 mile radius.
- Minimum 400 m<sup>2</sup> plus circulation, back office areas and external hard play/sports area. Where static facilities are not considered appropriate alternatives will be considered ie mobile units, outreach facilities etc.
- Young Person Product Ratio (YPPR) of 0.05 applied per flat and 0.20 per house, equal to the Pupil Product Ratio (PPR) for secondary schools. This figure may be reviewed in line with the Education figure.
- Young Person Contact Ratio (YPCR) of 0.25 applied to the YPPR for the 13-19 age group attendees.  
Parking space will be required on a per m<sup>2</sup> basis in accordance with national and/or recognised standards.
- Building costs are based upon the RICS BCIS Tender Price Index and new build prices.
- Fitting out costs including furniture, fittings and technology etc., based upon current fitting out costs of new provision in Kent.

#### **Contribution rate per dwelling for 2007**

Costs are subject to review as and when necessary but at least annually to reflect build costs.

**£ 798.00 per house**  
**£ 199.50 per flat**

### 3.3 Adult Social Services

Adult Social Services support older people and people with learning/physical disabilities or mental health problems and the relatives or friends who care for them. Given the ageing population and improvements in medical interventions, the proportion of the Kent population needing some support is growing. The way in which services are delivered is going through a process of transformation. In response to Government guidelines and service user choice the presumption has to be for contributions to be used to contribute towards multi-agency, integrated community facilities (eg Health and Social Care centre; Community Centre; extended school), rather than “stand alone” social care services. The need for these links has been driven and reinforced by the Government’s White Paper “Our Health, Our Care, Our Say” which sets out the national vision of more effective health and social care services outside hospitals.

#### Methodology

The following outlines the County Council’s approach and identifies the capital build contribution needed based on the requirement created by a particular development.

1. The methodology is county based and takes into account:

- All planning applications will be considered
- MORI survey and population/household forecast elements, setting out the relationship (ratios) between new housing and likely resulting population.
- Kent County Council’s own service user population data which enables the identification of the proportion of population who require services (ie the prevalence)
- The above factors are combined to identify the likely number of service users per dwelling, by each client group.
- The formula has been based on new models of residential and day care. Potential service users are then factored in reflecting typical capacity of these models of care. However, the resulting financial contributions may not be used prescriptively to build these models, but to build multi-agency community facilities.
- Land acquisition costs are not included in the rate per dwelling.
- On substantial new developments, new sites may also be required at no cost to KCC or the LPA. Please refer to Appendix 1 for general details of site requirements.

2. The detailed calculation uses the following factors:

- **Population Ratio (Population ('yield') for a given new house build)**

From the MORI survey, the population recorded in **new** households was split into age groups 65+ and 18 to 64, This is expressed as population per household figure is the **Population Ratio** by the two age groups (see below).

The Population Ratio calculated as outlined above can now be used to predict the population 'yield' (or forecast) with any planned housing build input.

#### KCC Area

The yield for 65+ is 0.17 (a) - lettering here is to assist calculation  
The yield for 18-64 is 1.67 (b)

- **Client Ratio (Clients for a given population)**

Current prevalence rates are identified for the three client categories with appropriate sub categories within each are:

<b>Older Persons (65+)</b>	<b>Learning Disability (18-64)</b>	<b>Physical Disability (18-64)</b>
<i>Voluntary Organisations Residential Nursing</i>	<i>Voluntary Organisations Residential</i>	<i>Voluntary Organisations Residential</i>

Prevalence rates are:

Older Persons (65+)	0.0416 (x)	-Residential 0.0130 -Nursing 0.0058 -Daycare 0.0228
Learning Disability (18-64)	0.0029 (y)	-Residential 0.0013 -Daycare 0.0016
Physical Disability (18-64)	0.0011 (z)	-Residential 0.0003 -Daycare 0.0008

The resultant Client ratios 'per new dwelling' are:

<b>Older Persons (65+)</b>	<b>0.0072 (ax)</b>	<b>Clients per Dwelling</b>
<b>Learning Disability (18-64)</b>	<b>0.0048 (by)</b>	<b>Clients per Dwelling</b>
<b>Physical Disability (18-64)</b>	<b>0.0018 (bz)</b>	<b>Clients per Dwelling</b>

Therefore, the overall yield per new dwelling for the full range of Adult Services is:

**0.0138 (ax)+(by)+(bz) Clients per Dwelling**

- **Cost Multipliers**

Models of care fall into two types of Capital Projects below **1. (65+)** and **2. (18-64 L&PD)**:

<b>Capital Projects</b>	<b>Client Categories</b>
<b>1. Social Care Centre (65+)</b> i)a. 20 Residential Long Term Stay Beds i)b. 15 Short Term Stay Beds (120 people*) i)c. Five Flats, Independent Living (40people*) ii). One Daycare (20 Capacity for 40 people*)	OP Residential + OP Nursing OP Residential + OP Nursing OP Residential + OP Nursing OP Daycare
<b>2. (18-64 L&amp;PD)</b> i) Four Independent Living Centres (8 people*)	LD + PD Residential
ii) Satellite Centre (10 people)	LD + PD Daycare

\* Number of people which buildings will support over a year.

If a contribution needs to be sought, each client place is costed per new dwelling as indicated below, based upon the above Capital Project schemes of delivery.

<b>1. For 65+ clients</b>	<b>£ 1,023.57</b>
<b>2. For 18-64 L&amp;PD clients</b>	<b><u>£ 329.19</u></b>
<b>Total</b>	<b>£ 1,352.76</b>

**Contribution rate per dwelling for 2007:**

This evaluates to the rate per dwelling for all services (if required) of:

**£ 1,352.76**

Costs are subject to review as and when necessary but at least annually.

### 3.4 Highways

The County Council is the Highway Authority for all adopted roads in the county other than trunk roads, which are the responsibility of the Highways Agency. The County Council is also the Local Transport Authority, responsible for the preparation and implementation of the Local Transport Plan, a Bus Strategy, and a Bus Information Strategy, the co-ordination of integrated transport in the county and the procurement/support of local bus services to meet the needs of the area. Direct provision of facilities and “soft” support are equally important and will be considered where appropriate.

KCC works closely with the District planning authorities and contributions or direct provision are usually secured through S106 (Town and Country Planning Act 1990) and S278 (Highways Act 1980) agreements or through planning obligations and unilateral agreements as appropriate.

A broader approach to more sustainable transport issues is being followed increasingly to provide local solutions such as better walking, cycling and public transport. Contributions may also be required for the “softer” options such as improved bus services, car clubs and other solutions identified in developers travel plans to mitigate the effect of traffic. These may be considered in the context of off-setting any contribution that would otherwise be required to increase highway capacity.

In the past Kent Highways has treated each development on a site by site basis when calculating developer contributions for highway infrastructure improvements. However this has made it very difficult for land owners, developers and the highways team to make an early assessment of typical contribution costs. This has been especially problematic when the issue of commuted sums has arisen; however in line with other county councils Kent Highway Services is developing a more simpler tariff approach for development contributions that will apply to all developments both residential and non-residential. Details of this tariff scheme will be consulted on as soon as possible. Developers who have used these schemes elsewhere in the country are encouraged to use them in negotiations as a step towards assessing the contributions that could be sought.

#### **HIGHWAYS**

Please note all planning applications will be considered and indicative costs are outlined below:-

- Based on standard design materials which may not be acceptable in some circumstances such as Conservation Areas or Areas of Outstanding Natural Beauty and, therefore, costs may be greater.



- Subject to change depending on the local conditions and substantial increase where service diversion works/improvements etc are required, as these costs are not in KCC’s control.
- Technical assessment fees. These may be the actual costs incurred or a fixed fee, usually 8% of the estimated cost.
- Additional costs in respect of “softer” options such as improved bus services, car clubs and other solutions identified in developers travel plans.

### Crossings

▪ Zebra	£ 10,000
▪ Pelican	£ 30,000 - £ 50,000
▪ Puffin	£ 35,000 - £ 55,000
▪ Toucan	£ 35,000 - £ 65,000
▪ Pegasus	£ 95,000

### Junction Improvements

▪ Roundabouts	
▪ (Mini)	£ 5,000 - £ 20,000
▪ (Major)	£ 200,000 - £ 500,000
▪ Traffic Signals	£ 50,000 - £ 70,000

### Roads

▪ Typical Estate Road. (5.5 m wide)	£ 600 - £ 1,000/metre run
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### Cycleways/footways/footpaths

▪ Typical	£ 100 - £ 200/metre run
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### 3.5 Summary of Contribution Figures

#### Contribution Levels as at February 2007

Unless otherwise indicated, costs are per dwelling as at February 2007 and are reviewable as and when necessary, but at least annually to reflect changes in build costs.

#### **CHILDREN, FAMILIES AND EDUCATION (per dwelling):**

	Flat	House
Primary – extension*	£ 490.96	£ 1,963.82
Primary – new build *	£ 850.39	£ 3,401.58
Secondary – extension	£ 589.33	£ 2,357.33
Secondary - new build	£ 1,109.96	£ 4,439.85

\* These figures do not include the provision of nursery and/or multi-agency space

In this respect, alterations brought about by The Children’s Act 2004 in relation to preventative care may necessitate additional requirements and build costs in order to provide the appropriate level of infrastructure and service. This will generally occur where new primary schools are required and will include provision of nursery and/or multi-agency space but may also apply where a school is being extended or space altered to provide the required facilities.

#### **COMMUNITY SERVICES (per dwelling):**

	Flat	House
Libraries and Archives	£ 216.00	£ 216.00
Adult Education	£ 165.50	£ 165.50
Youth and Community	£ 199.50	£ 798.00

#### **ADULT SOCIAL CARE SERVICES (per dwelling):**

Care services for adults of all ages including those with learning and/or physical disabilities		£ 1,352.76
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**Appendix 1 – General requirements for the transfer of a site**

The following is a general list of requirements for information purposes but it is not exhaustive as every site is different. Unless otherwise advised by KCC the site will be close to public transport and form part of the Community Hub.

1. The developer/landowner to provide site investigation report and to transfer free from: contamination (including radiation), ordnance, rubbish, any adverse soil conditions or occupation, and above flood plain.
2. The County Council to be granted a Licence for access onto the site, prior to transfer for the purpose of surveying and carrying out technical investigations.
3. The site to be suitable for purpose.
4. The site to be level, regular-shaped and undivided (ie a single unit with no public footpaths crossing the site).
5. The site to be clearly pegged and fenced to the satisfaction of the County Surveyor and co-ordinates provided prior to completion of the transfer.
6. The site to be conveyed for the nominal consideration of £1 with full title guarantee and vacant possession with no onerous covenants.
7. An adopted highway (or highway capable of being adopted) to be available up to a suitable point on the site boundary, and a suitable alternative vehicular access to be provided on a temporary basis, if needed.
8. Adopted services to be provided up to the site of sufficient capacity and depth to accommodate the maximum potential requirements of the proposed user without mechanical aid upon transfer.
9. No mobile phone masts, overhead cables etc within 100-250m of the site and where possible the developer/landowner to impose a covenant that none will be erected within this distance of any site boundary.
10. Rights to enter so much of the adjoining land within the ownership of the developer/landowner as is reasonably necessary to carry out construction works on the site. The County Council to be responsible for making good any disturbance caused to the reasonable satisfaction of the adjoining owner in the exercise of these rights.
11. The landowner to be responsible for the County Council's legal costs and surveyor's fees together with administrative costs incurred in negotiating and completing the Section 106 Agreement and taking transfer of the land and the granting of any easements/licences.
12. A plan of the site to a scale of 1:1250 to be supplied prior to transfer showing site levels, access, boundaries and details of any adjoining development.

**Appendix 2 – County Council and District Council Contact Points****Kent County Council Contacts for General Enquiries**

Kent Highway Services Only	Alan Ash	Tel: 08458 247247 Email: <a href="mailto:alan.ash@kent.gov.uk">alan.ash@kent.gov.uk</a>
Mouchel Parkman Property Services	Allan Gilbert	Tel: 01622 772917 Email: <a href="mailto:Allan.gilbert@mouchelparkman.com">Allan.gilbert@mouchelparkman.com</a>
Development Contributions Manager	Paul Campion	Tel: 01622 221346 Email: <a href="mailto:paul.campion@kent.gov.uk">paul.campion@kent.gov.uk</a>

**District Council Contacts for General Enquiries**

Ashford Borough Council	Planning and Development Department	Richard Alderton (Strategic Planning Manager)	Tel: 01233 330239 Email: <a href="mailto:richard.alderton@ashford.gov.uk">richard.alderton@ashford.gov.uk</a>
Canterbury City Council	Development Services Division	Chris Lewis (Development Control Manager)	Tel: 01227 862166 Email: <a href="mailto:Chris.Lewis@canterbury.gov.uk">Chris.Lewis@canterbury.gov.uk</a>
Dartford Borough Council	Planning Department	Alec Lauder	Tel: 01322 343239 Email: <a href="mailto:alec.lauder@dartford.gov.uk">alec.lauder@dartford.gov.uk</a>
Dover District Council	Planning Department	Tim Fisher	Tel: 01304 872461 Email: <a href="mailto:Tim.Fisher@dover.gov.uk">Tim.Fisher@dover.gov.uk</a>
Gravesham Borough Council	Planning and regeneration Department	Kevin Burbidge	Tel: 01474 564422 Email: <a href="mailto:Kevin.burbidge@gravesham.gov.uk">Kevin.burbidge@gravesham.gov.uk</a>
Maidstone Borough Council	Planning and Development Control Department	Rob Jarman (North)/Liz Fisher (South)	Tel: 01622 602736 Email: <a href="mailto:Developmentcontrol@maidstone.gov.uk">Developmentcontrol@maidstone.gov.uk</a>
Sevenoaks District Council	Community and Planning Services	Gilian MacInnes	Tel: 01732 227000 (General switchboard) Email: <a href="mailto:Gilian.MacInnes@sevenoaks.gov.uk">Gilian.MacInnes@sevenoaks.gov.uk</a>

Shepway District Council	Planning Department	Sue Yates (Development Control Manager)	Tel: 01303 853456 Email: <a href="mailto:Sue.Yates@shepway.gov.uk">Sue.Yates@shepway.gov.uk</a>
Swale Borough Council	Planning and Building Contribution Services	Phil Taylor	Tel: 01795 417306 Email: <a href="mailto:Phil.Taylor@swale.gov.uk">Phil.Taylor@swale.gov.uk</a>
Thanet District Council	Planning and Building Control	Brian White (Secretary Helen Wing)	Tel: 01843 577010/ 01843 577007 Email: <a href="mailto:brian.white@thanet.gov.uk">brian.white@thanet.gov.uk</a>
Tonbridge & Malling Borough Council	Planning and Transportation	Lindsay Pearson	Tel: 01732 876256 Email: <a href="mailto:lindsay.pearson@tmbc.gov.uk">lindsay.pearson@tmbc.gov.uk</a>
Tunbridge Wells Borough	Planning Services	Simon Rowberry	Tel: 01890 545449 Email: <a href="mailto:planningcomments@tunbridgewells.gov.uk">planningcomments@tunbridgewells.gov.uk</a>

A number of Kent local planning authorities have prepared more detailed advice for further assistance which is also available on request.

**[If you have any queries regarding the contents of this Guide please contact us.](#)**

### Appendix 3 – Example Calculation of Required Development Contributions

This appendix presents a worked example for a **hypothetical** development for KCC services and is, therefore, for illustrative purposes only. It does not include the requirements for the Districts or other agencies and excludes fees. Other considerations in respect of KCC services such as waste management, archaeology etc. will, where appropriate, be considered on a site by site basis.

#### Example Development Proposal

Development site consisting of 150 dwellings, of which 100 are houses, 10 are 1 bed flats, 20 are 2/3 bed flats and 20 are sheltered accommodation specifically for the elderly.

#### Transport Requirements

Improve pedestrian access to the site (pedestrian islands/refuges)	£11,000.00
Improve cycle access to the site (toucan crossing)	£60,000.00
Improve bus access to the site	
▪ Provision of bus stops	£11,000.00
▪ Enhanced bus service to the town centre and railway station (cost capitalised over three years)	£30,000.00
▪ Works to highway to accommodate increased traffic (mini roundabout + traffic signals)	£80,000.00
<b>Transport Costs – sub total</b>	<b><u>£192,000.00</u></b>

#### Children, Families and Education Requirements

The development will impact on existing nursery education, primary and secondary school capacity. Therefore, the expansion of existing schools will be required, although in this case no new land is required to facilitate the additional pupil places. There are no identified capacity problems for special needs or sixth form provision.

The 10 one bedroom flats and 20 sheltered units included in the scheme are discounted from the calculations as they are unlikely to accommodate children of school age.

#### Nursery Education

Facilities will generally be provided where new primary schools are required and will include provision of nursery and/or multi-agency space but may also apply where a school is being extended or space altered to provide the required facilities.

**Primary School Places**

100 x Houses @ £1,963.82 per dwelling	£196,382.00
20 x two/three bedroom flats @ £490.96 per dwelling	£ 9,819.20

**Secondary School Places**

100 x Houses @ £2,357.33 per dwelling	£235,733.00
20 x two/three bedroom flats @ £589.33 per dwelling	£ 11,786.60

**Education Costs – sub total** **£453,720.80**

**Community Services Requirements****Libraries**

The development will impact upon existing community library provision. Therefore, a contribution towards enhanced facilities will be required although in this case no new land is required to facilitate the additional provision.

## Library Provision

150 dwellings @ £216.00 per dwelling	£32,400.00
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**Library Costs – sub total** **£32,400.00**

**Adult Education**

The development will impact upon existing community adult education provision. Therefore, a contribution towards enhanced facilities will be required although in this case no new land is required to facilitate the additional provision.

## Adult Education Provision

150 dwellings @ £165.50 per dwelling	£24,825.00
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**Adult Education Costs – sub total** **£24,825.00**

## Youth & Community

The development will impact upon existing Youth & Community provision. Therefore, a contribution towards enhanced facilities will be required although in this case no new land is required to facilitate the additional provision.

### Youth & Community Provision

100 x Houses @ £798.00 per dwelling	£79,800.00
20 x two/three bedroom flats @ £199.50 per dwelling	£ 3,990.00
<b>Youth &amp; Community Costs – sub total</b>	<b><u>£83,790.00</u></b>

## Adult Social Services

The development will impact upon existing Adult Social Services provision. Therefore, a contribution towards enhanced facilities will be required although in this case no new land is required to facilitate the additional provision.

### Adult Social Services Provision

150 dwellings @ £1,352.76 per dwelling	£202,914.00
<b>Adult Social Services – sub total</b>	<b><u>£202,914.00</u></b>

## Summary of Overall Requirements

<b>Transport Costs – sub total</b>	<b>£192,000.00</b>
<b>Education Costs – sub total</b>	<b>£453,720.80</b>
<b>Library Costs – sub total</b>	<b>£32,400.00</b>
<b>Adult Education Costs – sub total</b>	<b>£24,825.00</b>
<b>Youth &amp; Community Costs – sub total</b>	<b>£83,790.00</b>
<b>Adult Social Services – sub total</b>	<b>£ 202,914.00</b>
<b><u>TOTAL</u></b>	<b><u>£989,649.80</u></b>