



DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:

S106/26/0018
Roundstone Park, Worthing Road, Southwater, West Sussex,

DESCRIPTION:

Discharge of Schedule 2, Clause 3 (Management Plan) to the s106 agreement pursuant to planning permission DC/22/0096

RELEVANT PLANNING HISTORY:

DC/22/0096	Demolition of existing buildings and erection of 36 Retirement Living Apartments and 6 Retirement Cottages, including a Lodge Manager's office, communal facilities, a guest suite, parking and landscaping.	Application Permitted on 20.02.2024
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PLANNING ASSESSMENT

Planning Application dc/22/0096 was granted consent on 20.02.2024. This permission was for the following:

Demolition of existing buildings and erection of 36 Retirement Living Apartments and 6 Retirement Cottages, including a Lodge Manager's office, communal facilities, a guest suite, parking and landscaping.

Consent is sought to discharge Schedule 2, Clause 3 (Management Plan) of the s106.

Schedule 2

Clause 3:

Prior to Occupation the Management Plan shall be submitted to the Council for its approval.

The Committee report for the approved planning application stated that the details of the ongoing management and maintenance of the development is required to be submitted for approval via an obligation in a legal agreement. This would outline how the facility would operate, including details of maintenance of the communal areas and guest suite.

It also states that a legal agreement should secure:

- Details of management and maintenance of the facility as retirement homes with communal facilities.

The Committee Report does not appear to specify any further what should be included in the management plan, nor does the legal agreement.

The applicants have submitted a 'Management Plan' for 'Charmans Lodge' (the new name for the Retirement home).

The site will be managed by Churchill Estates Management Ltd (CEM). CEM are members of the Association of Retirement Housing Managers (ARHM), the Association of Residential Managing Agents (ARMA), and the Property Ombudsman Service.

The Management Plan sets out what CEM will be responsible for (namely maintenance and repair of all communal area, collection of service charges to cover communal areas and insurance, and maintenance of all grounds and landscaped areas).

The Management Plan states that the service will include an on-site Lodge Manager- available during office hours only, and sets out the Manager's responsibilities during these hours. It states that when the Lodge Manager is off duty, residents will contact CEM Head Office in Ringwood during normal working hours or for out of hours emergencies contact Careline. This is a 24-hour emergency call system that enables residents to summon help relating to a health concern or a building emergency. There are multiple call points within the apartments, usually situated in the living room and bathroom, which will go through to the Manager (when on duty) or to a monitoring centre.. This is standard practice for retirement living and appears to be an acceptable and widely used management approach.

The requirements of the Schedule have been satisfied, and this schedule can be discharged.

Recommendation: Application Permitted

POSITIVE AND PROACTIVE STATEMENT

Statement pursuant to Article 35 of the Town and Country Planning (Development Management Procedure) (England) Order 2015. The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received, in order to be able to, where possible, grant permission.

Plans list for: S106/26/0018

(The approved plans will form Condition 1 on the Decision Notice of all Permitted applications)

Schedule of plans/documents **approved**:

Plan Type	Description	Drawing Number	Received Date
Supporting Docs	Management Plan		18.03.2026

DELEGATED

Case Officer sign/initial Kate Turner Date: 07.07.2026

Authorising Officer sign/initial Adrian Smith Date: 08/07/2026