

# Public Document Pack

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A meeting of **Cabinet** will be held in Committee Room 2 - East Pallant House on **Tuesday 5 January 2016 at 9.30 am**

MEMBERS: Mr A Dignum (Chairman), Mrs E Lintill (Vice-Chairman), Mr R Barrow, Mr B Finch, Mrs P Hardwick, Mrs G Keegan and Mrs S Taylor

## SUPPLEMENT TO AGENDA

- 11 **Chichester Place Plan** (Pages 1 - 38)  
To endorse for publication the Chichester Place Plan, prepared jointly by Chichester District Council and West Sussex County Council to identify and promote opportunities for economic growth in the district.  
**Appendix - Draft Chichester Place Plan**
- 13 **West Sussex Waste Partnership Update** (Pages 39 - 66)  
This report provides an update on the activities of the West Sussex Waste Partnership and seeks approval for a revised Memorandum of Understanding between waste collection and disposal authorities in West Sussex. It also proposes the establishment of a members' panel to advise the Cabinet on the development of a medium term waste management strategy for the Council.  
**Appendix 1 – Draft memorandum of Understanding**
- 15 **Authority's Monitoring Report 2015-2016** (Pages 67 - 109)  
To approve publication of the Authority's Monitoring Report 2015-2016 on performance against key planning policy indicators.  
**Appendix – Authority's Monitoring Report 2015-2016**

# Chichester Place Plan



<b>Document Title</b>	Chichester District Place Plan
<b>Version</b>	V3.0
<b>Author</b>	Helen Loe – Growth Lead Chichester
<b>Last Revision Date</b>	16.12.15
<b>Status</b>	Draft
<b>Further Reviews Planned</b>	Subject to review by CDC/WSCC officers and Cabinet members

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## Foreword

West Sussex offers a significant growth opportunity. Gross Value Added (GVA) is currently below the South East average and we are determined that it should increase.

A number of partners are already investing significantly in West Sussex:

- The Local Economic Partnership (LEP) has secured Local Growth Funding (LGF) in excess of £100M for improvements in West Sussex
- West Sussex County Council has a Capital Programme in excess of £130M per annum that will be focussed on delivering growth
- District and Borough Council's also have their own investment programmes that will contribute to growth across the County

Delivery of Housing and Employment Space offers the opportunity to raise revenue that can support additional capital investment resulting in improved GVA performance

However, current relationships are complex – a range of stakeholders and services, sometimes with competing objectives (figure 1), and access to Capital Funding that will be insufficient to meet all aspirations.

To maximise the value of investment in the County the County Council, working with partners, is developing Place Plans and a West Sussex Growth Plan (figure 2).

The objective of the Chichester Place Plan is to clearly identify the Chichester economic growth offer. The Plan will identify the opportunities and support growth whilst protecting the special qualities and character of the environment in Chichester to:

- raise GVA per head in West Sussex
- deliver planned housing growth and the infrastructure required to facilitate it
- deliver proposals that attract high value jobs to West Sussex
- support the development of a high calibre workforce
- make West Sussex a place where people want to live and work, throughout their lives
- exploit the natural and cultural and heritage resources of the County
- Support young people to get the best possible start in life objective
- Support West Sussex residents to be independent in Later Life
- Support work with strategic partners including Surrey County Council, East Sussex County Council and the Local Enterprise Partnership

**The Plan will identify investment and delivery options to deliver higher GVA, jobs, homes and employment space.**

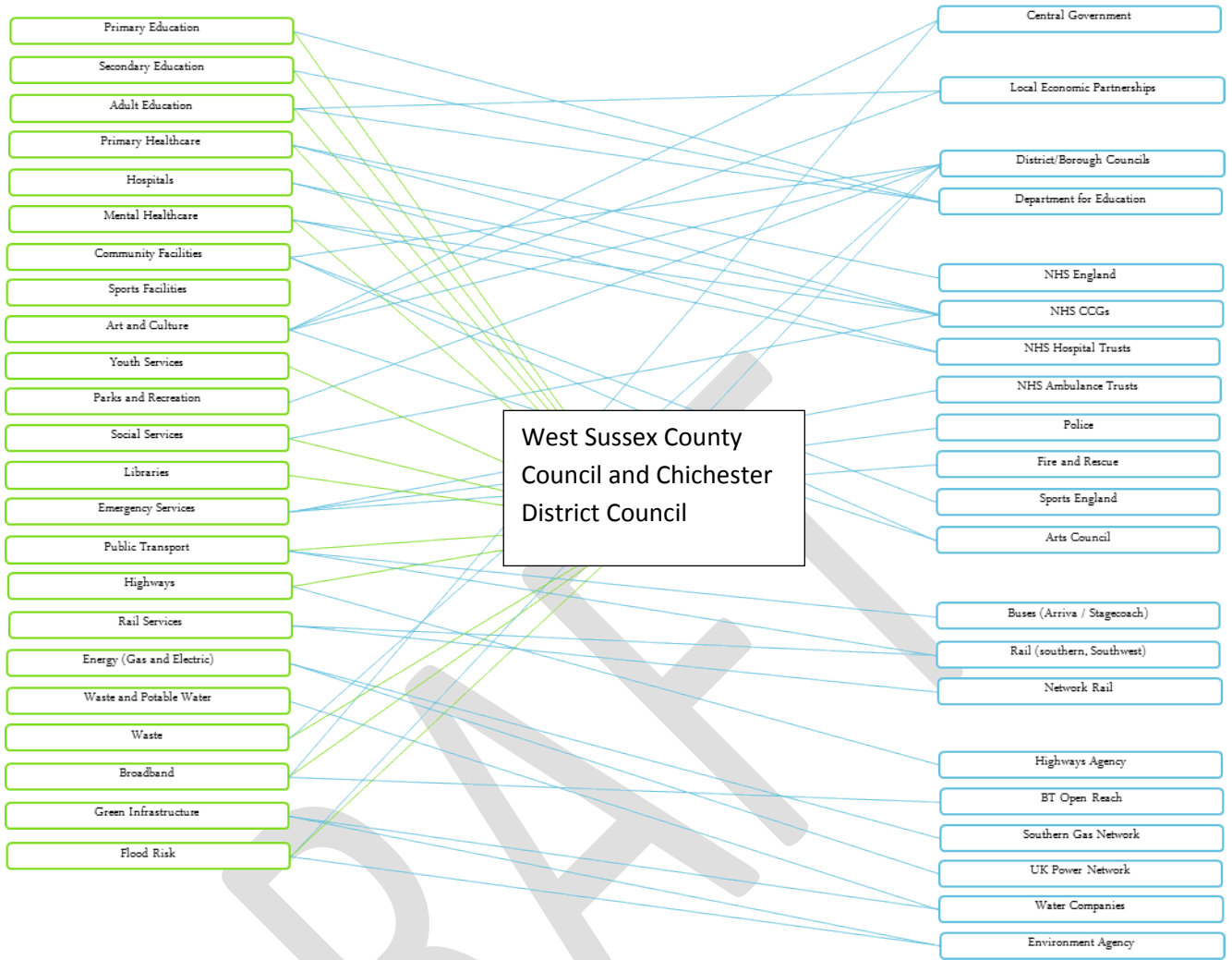
The Chichester Place Plan will be considered alongside Place Plans for each of the Districts and Boroughs. The Place Plans will:

- Be developed with the Districts and Boroughs and other stakeholders – Growth Boards have been established to support the development of the plans (in CDC this is the Infrastructure Business Plan Joint Member Liaison Group)
- Build on a clear understanding of current and future demographics
- Support implementation of planned growth and identify further development opportunities and Economic Development Strategies
- Identify stakeholders and their engagement in the development of proposals
- Identify key places, buildings and services
- Identify key infrastructure requirements
- Identify planned and potential investment opportunities
- Identify Local Authority service proposals that will reduce infrastructure requirements
- Prioritise key issues
- Support the development of business cases to support investment proposals
- Identify a Local Authority Investment and Marketing Plan
- Identify a delivery programme

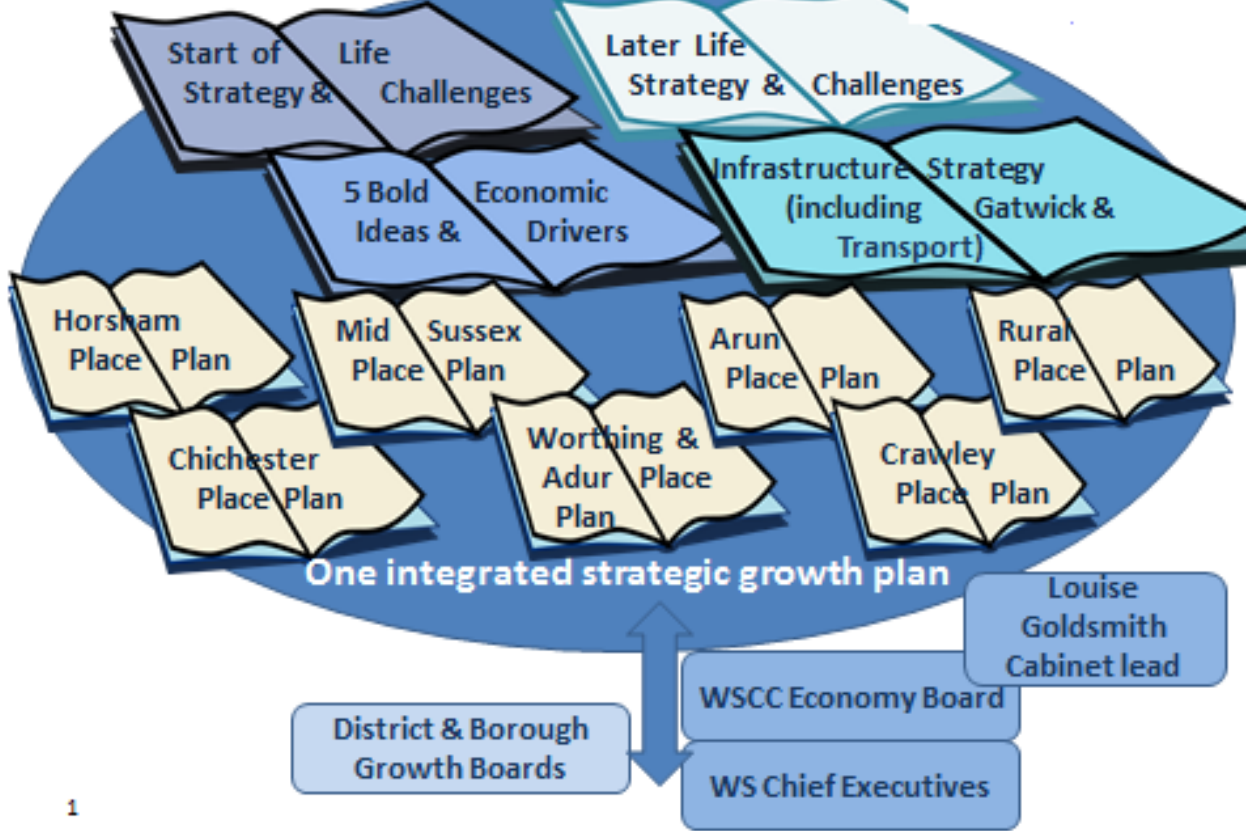
The West Sussex Growth Plan will:

- Amalgamate the Place Plans to develop a clear, prioritised West Sussex Investment and Delivery Plan (enabling strategic investment decisions to be made that ensure that best return is achieved against investment)
- Ensure that cross county issues are addressed – e.g. strategic road, rail, transport, skills, utilities, NHS, SDNP
- Identify cross authority / stakeholder funding opportunities, priorities and proposals
- Provide a clear lobbying tool that will secure funding

Neither the Place Plans nor the Growth Plan will have status as a statutory planning document. However both will, build on the statutory Local Plan, relevant Economic Development strategies and support key investment decision making for WSCC and partners.

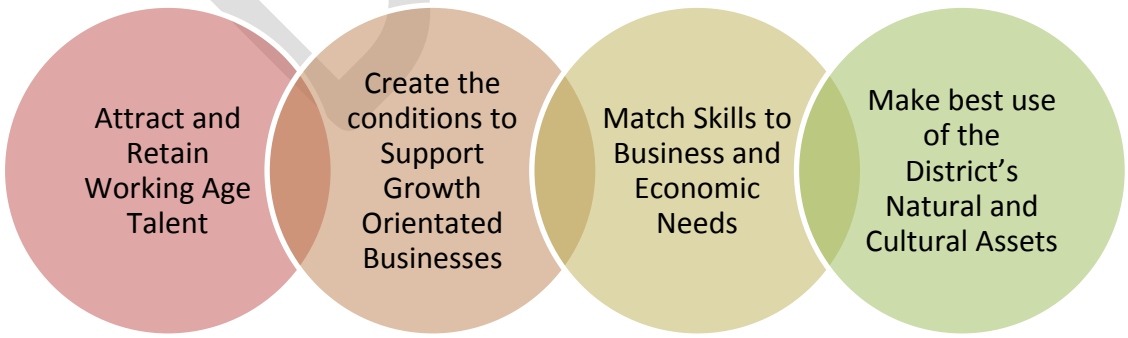


# FUTURE WEST SUSSEX PLAN



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## CHICHESTER DISTRICT COUNCIL ECONOMIC STRATEGY





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## Executive Summary

The population of West Sussex is expected to increase by more than 100,000 people in the next 20 years. Chichester's population is expected to increase by over 15,000 with the population generally ageing. It is expected that the over 65's will have almost doubled and the over 85's will have almost trebled. Growth in Chichester is constrained by limited land availability, environmental considerations including national landscape designations, flood risk and infrastructure.

The focus of this Place Plan is the major growth areas (Strategic Development Locations) identified in the adopted District Local Plan together with the future growth opportunities for Chichester city. The Local Plan identifies the need to deliver over 7000 homes, the majority of which are in and around Chichester City. A significant number of these homes have been delivered with the development of Graylingwell Park and the Rousillon Barracks. Chichester will continue to grow with 4 Strategic Development Locations identified to deliver 3500 homes and employment space.

A review of the evidence available identifies, that the roads, car parking, schools and other infrastructure will struggle to cope with the increased demand without a strategic and holistic approach to connecting the sites with the city centre. The development of a Vision for the City Centre is underway and will identify further opportunities to drive growth.

The district is not yet consistently delivering a high value jobs proposition or higher paid jobs for the local workforce. However, the district does deliver significant numbers of lower paid jobs with a very low unemployment level. There is significant evidence that Chichester is not retaining the student population after graduation. The local plan identifies significant employment space but there is a need to ensure that growth is delivered in the appropriate sectors that maximise opportunities to grow GVA as identified in the Economic Development Strategy. Representatives from the City, District and County Councils, along with other key partners, will develop the Vision for Chichester city which will include a review of both the Southgate and Northgate redevelopment opportunities, together with opportunities to reinvigorate the industrial estates and Cathedral green area.

Relieving congestion on the A27 is essential if housing and employment space is to be developed for Chichester. Although the Government has committed to improvements to the A27 Chichester Bypass, uncertainty remains in relation to the extent and timing of these improvements. Whilst an alternative lower level scheme can be implemented to enable the strategic scale housing to be delivered, this will not address wider congestion issues and will constrain growth. Support will be needed to assist with the developing plans for the A27.

The south of Chichester District is subject to significant constraints relating to Waste water treatment capacity, which will limit delivery on Strategic housing development until completion of the planned expansion of Tangmere Waste water Treatment Works.

There are additional needs for the rural locations of Chichester District which will develop over time and will be covered in the Rural Place Plan; predominately this will cover requirements associated with Accessibility, Tourism and Digital Connectivity. The South Downs National Park (SDNP) sits to the north of the District, the Local Plan for which is currently in draft and it is not yet clear what scale of growth will be delivered in the SDNP area. However, it will be necessary to tie in the Destination Management Plan for tourism and accommodation needs to support an active National Park into the Chichester Place Plan.

The Manhood Peninsula including, Selsey and the Witterings have very different requirements from the rest of the District. There is a requirement for support to assist with developing a plan for Selsey beach front and an economic delivery programme to exploit the significant potential in an already well established sea front offer. However, there are a number of statutory obligations which will need to be met in these areas relating to the beach front, the shoreline, flood risk and wildlife.

In the medium to long term any major development on the Manhood Peninsula, such as the proposed Selsey Haven and the East/West Wittering plan, will need to be accompanied by proposals to address access to the area and provide highways and transport improvements.

**Section 1: The Place**

**Section 2: Partnership Working and Stakeholder Engagement**

**Section 3: The Evidence**

**Section 4: Key Places**

**Section 5: The Priorities**

**Section 6: The Proposals**

**Section 7: The Investment and Delivery Plan**

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## **Section 1: The Place**

Chichester District covers an area of almost 800km<sup>2</sup>. The A27 runs east-west connecting Portsmouth in the west to Brighton in the East. The Cathedral City of Chichester is the main settlement with an additional 6 settlement hubs; Tangmere, Southbourne, Selsey and the Witterings, Midhurst and Petworth, the last two being in the SDNP.

### **Rural Chichester**

A large part of the District is within the SDNP, approximately 544km<sup>2</sup> (68% of the District). The draft South Downs National Park Local Plan shows that there will be growth in the National Park this is expected to be approximately 250 homes per annum over the next 20 years. Tourism and preserving the SDNP's unique, natural and cultural heritage are the main priorities. There are two sites identified which may be suitable for Tourist accommodation, these need full feasibility studies and investors to be identified. The mosaic profiling identifies that those living in these rural communities dominate the demographic for Chichester District. The first group is generally affluent, often self-employed or retired with good pensions and savings. There is often a high use of internet services in this group. The second group comprises families, older couples and mature singles who are living in lower cost housing in village settings.

### **Coastal Chichester**

The UK's largest exposed coast Managed Realignment Scheme at Medmerry and the Witterings, which together with Pagham Harbour Special Protection Area, Chichester and Langstone Harbours provide one of the largest protected wetlands in the UK. It is imperative that this work continues and the habitat is preserved. Coastal Chichester is the largest marina on the south coast and is one of the largest in the UK. The raising of the sea wall at East Beach Selsey is expected to cost £5m. The 2<sup>nd</sup> largest caravan site in Europe is situated in Selsey and the increase in tourists during the summer months can double Selsey's population. Both Selsey and the Witterings have ageing populations and are seen as attractive areas to retire to but both lack some of the amenities you would expect to enable these areas to thrive. Both Villages have limited employment opportunities other than in the tourism and agricultural sectors.

The land around these villages is an area important for horticulture due to the quality of the light on the coastal plain, with one of Britain's largest salad producers in this location. There are a number of home grown businesses including Montezuma's, Farmhouse Cookery and Maritime industries. There is a need to protect and increase these valuable businesses.

## **City Centre**

The City centre is dominated by several world class Roman ruins, a Medieval Cathedral and a renowned Theatre. The centre of the city is well maintained and is mainly pedestrianised. There is a need to improve the night time environment and economy. There are several areas that have been identified for improvement but further investigative work needs to be carried out. This will be delivered as part of the City Vision document currently being prepared. Both the South and North gateway's in the city centre are ripe for redevelopment. Chichester has the only University in the County and has a large college of further education which attracts a high number of international students. A clearer picture of student needs should be included in the City Vision. Chichester also has some world class events, such as the Goodwood Festival of Speed and the Revival, which take place very close to the City. These events are not adequately linked to the city centre so as to bring visitors in to the city. A new Destination Management Plan (for tourism) needs to be included in the planning not only for Chichester City but for the whole District to ensure this sector continues to grow.

## **Section2: Partnership Working and Stakeholder Engagement**

**The following stakeholders are recognised in the delivery of this Place Plan:**

- **Infrastructure Business Plan Joint Member Liaison Group**
  - Key CDC and WSCC Members and Senior Officers
- **Other Stakeholders who have been consulted during this process**
  - Chichester BID
  - Chichester District Councillors
  - WSCC Members – Cabinet, Chichester based Members, CLCs
  - CCG, NHS England, Local GPs
  - Southern Water
  - Highways England

A programme of consultation has already taken place as follows:

**10<sup>th</sup> July 2015** – WSCC Members Briefing on Growth Plans and introduction to Growth Leads

**27<sup>th</sup> July 2015** - Joint Infrastructure and Growth Programme Board

**27<sup>th</sup> Aug 2015** – DPIP considered the IBP priorities

**4<sup>th</sup> Sept 2015** – Joint member liaison group

**9<sup>th</sup> Sept 2015** – WSCC Corporate Leadership Team 'Walkthrough Session'

**15<sup>th</sup> Sept 2015** – WSCC Cabinet 'Walkthrough Session'

**28<sup>th</sup> Sept 2015** – Joint Leaders and Chief Officers tour of Key Locations







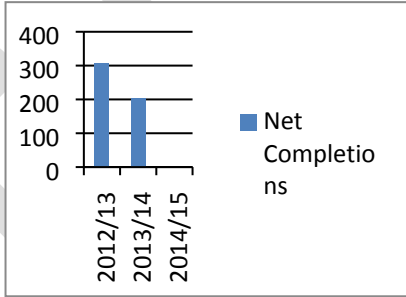



**8<sup>th</sup> Oct 2015** – WSCC Member Workshop on emerging WSCC and CDC priorities

**Sept to Nov 2015** – Engagement regarding the Place Plan including various informal presentations to interested WSCC and CDC colleagues

**Oct to Nov 2015** – 6 week consultation on IBP

**Oct to Nov 2015** – sharing of Place Plan for comment with CDC

**December 2015** – Collation of Place Plans into West Sussex Growth Plan

3.1 Demographic Pen Picture																																											
<b>Population and Demographics</b> 	<table border="1"> <thead> <tr> <th></th> <th>1994</th> <th>2014</th> <th>2034</th> </tr> </thead> <tbody> <tr> <td><b>0-18</b></td> <td>21,371</td> <td>22,723</td> <td>26,652</td> </tr> <tr> <td><b>19-64</b></td> <td>56,628</td> <td>62,778</td> <td>65,154</td> </tr> <tr> <td><b>65+</b></td> <td>23,722</td> <td>30,464</td> <td>45,153</td> </tr> <tr> <td><b>Total</b></td> <td><b>101,721</b></td> <td><b>115,965</b></td> <td><b>136,959</b></td> </tr> </tbody> </table>		1994	2014	2034	<b>0-18</b>	21,371	22,723	26,652	<b>19-64</b>	56,628	62,778	65,154	<b>65+</b>	23,722	30,464	45,153	<b>Total</b>	<b>101,721</b>	<b>115,965</b>	<b>136,959</b>	<b>Start of Life Population</b>  <table border="1"> <thead> <tr> <th></th> <th>1994</th> <th>2014</th> <th>2034</th> </tr> </thead> <tbody> <tr> <td><b>0-4</b></td> <td>5,446</td> <td>5,822</td> <td>6,479</td> </tr> <tr> <td><b>5-10</b></td> <td>7,014</td> <td>7,307</td> <td>8,634</td> </tr> <tr> <td><b>11-18</b></td> <td>8,911</td> <td>9,594</td> <td>11,539</td> </tr> <tr> <td><b>Total</b></td> <td><b>21,371</b></td> <td><b>22,723</b></td> <td><b>26,652</b></td> </tr> </tbody> </table>		1994	2014	2034	<b>0-4</b>	5,446	5,822	6,479	<b>5-10</b>	7,014	7,307	8,634	<b>11-18</b>	8,911	9,594	11,539	<b>Total</b>	<b>21,371</b>	<b>22,723</b>	<b>26,652</b>	
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<b>GVA</b> 	<b>GVA per job</b> Chichester = £48,130 Rural = £ TBA Coast 2 Capital area = £56,861  <b>Av Earnings Annual</b> Resident 2012 = £27,560 Workplace 2012 = £26,884 Wst Sx Resident = £28,023 Wst Sx W'kplace = £26,827	<b>Housing</b> 	<b>Housing Completions</b>  <table border="1"> <caption>Housing Completions Data</caption> <thead> <tr> <th>Year</th> <th>Net Completions</th> </tr> </thead> <tbody> <tr> <td>2012/13</td> <td>~320</td> </tr> <tr> <td>2013/14</td> <td>~210</td> </tr> <tr> <td>2014/15</td> <td>~210</td> </tr> </tbody> </table>	Year	Net Completions	2012/13	~320	2013/14	~210	2014/15	~210																																
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<b>School Place Capacity and Projections</b> 	<b>Primary School Places (NOR)</b> 2015 7,351 2030 8,064 (+713)  <b>Secondary School Places (NOR)</b> 2015 5,364 2030 6,065 (+701)  <b>Primary School Capacity</b> 2015 8,243 <b>Secondary School Capacity</b> 2015 8078	<b>GP Capacity and Projections</b> 	<b>Patients 98,896</b> Chichester GPs = 60 = 1 GP per 1,649 people (UK benchmark ratio = 1:1,800) Future Population = 115,965 = + 3 FTE GP required Lack of capacity for current surgeries to grow in size																																								
<b>Educational Attainment</b> 	<b>No Qualifications</b> -2011 = 19.5% West Sussex = 20%  <b>GCSE</b> - 5 A*-C grade 2013 = 81.4% West Sussex = 79%	<b>Digital Connectivity</b>	<b>See Appendix 2 for</b> current Broadband roll out plans																																								

**Section 3: Evidence**

### **3.2 Local Plan**

Chichester's Local Plan is part of the statutory development plan setting the quantum and location of new development and therefore provides a significant evidence base that underpins the place plan.

Chichester District Council has developed an Infrastructure Delivery Plan (IDP) as well as an Infrastructure Business Plan (IBP). The IDP identifies the required strategic infrastructure to support the development identified in the Local Plan. The IBP prioritises the delivery of the Infrastructure for the next 5 years and sets out the spending priorities for the Community Infrastructure Levy. The value of the schemes currently identified far exceeds the funding streams available.

The South Downs National Park Local Plan is in the process of preparation; it is anticipated that it will be adopted in 2017. The draft plan does however offer some insight into where and how much development will take place and the infrastructure needed to support it.

### **3.3 Chichester City– The Vision**

The Vision will identify a number of potential opportunities and improvements to Chichester city that will ensure it remains and develops as:

- o A popular and forward-thinking location attractive to entrepreneurs, employers and employees
- o A first-class 'destination' for shoppers
- o A popular and attractive destination for day and staying visitors
- o One of England's cultural and heritage 'centres of excellence'
- o An important administrative centre for West Sussex.

CDC and WSCC have agreed to invest in a project to create a Vision for the City. This plan will identify what development and investment opportunities may be required. The plan will provide;

- (a) A clear, credible and locally supported articulation of 'what we want Chichester City to be', focusing on the function and future of the City compared to now
- (b) Chichester City Centre's offer developed as a vibrant and attractive commercial and cultural focal point serving residents, workers and visitors, across all demographics
- (c) The identification of development opportunities to meet identified needs



- (d) Partnership working with the private sector and others in the public sector
- (e) A well-managed, well-coordinated, and well promoted City
- (f) The identification of proposals that will increase the profile of the City and the District
- (g) Significant new inward investment and funding into the City
- (h) Substantial economic growth and the creation of jobs, including higher-value jobs

### **3.4 Population Growth**

**In Chichester**, over the last 20 years, we have seen a general increase in the population from 101,721 in 1994 to 115,965 in 2014, with a projected further increase to 136,959 by 2034. It is predicted that in 20 years time there will be approximately 14,689 more people aged over 65 in Chichester, and approximately 2,376 fewer people aged 19-64.

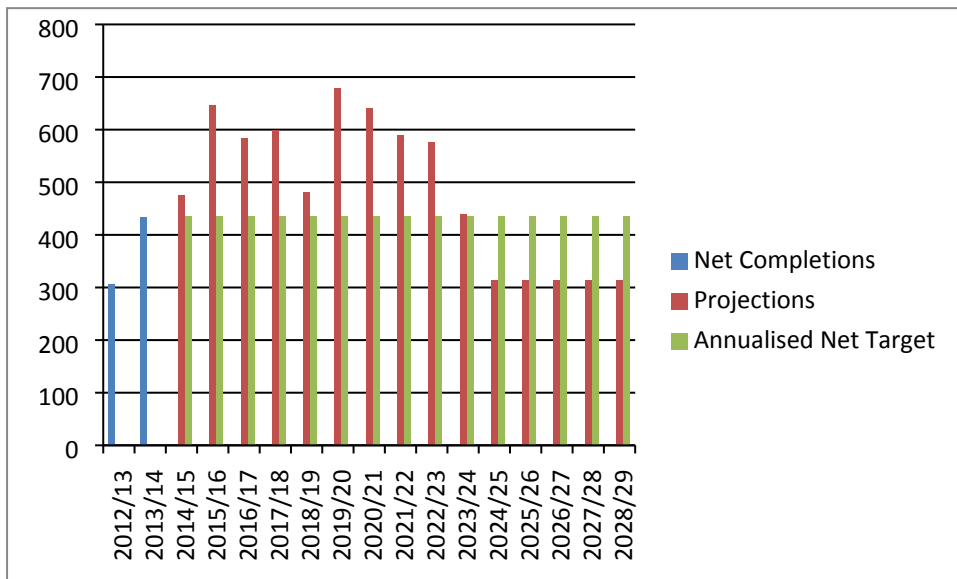
The population of Chichester District has two particularly strongly represented groups which can be defined as:

1). Country Living comprising 25.4% of households in Chichester. These are generally people who are owners in rural locations who either commute to well-paid professional jobs or are receiving a good pension.

2). Rural Reality comprising 14% of the district's households. These people tend to live in more affordable homes in rural locations e.g., two or three bed roomed terraced houses in developments that have sprung up around villages.

### **3.5 Housing Growth**

In Chichester District (outside of the SDNP area) , a total of 7388 new homes are due to be provided by 2029, requiring an annual average build rate of 435 new homes between 2012 and 2029. The table below shows the expected delivery rate.

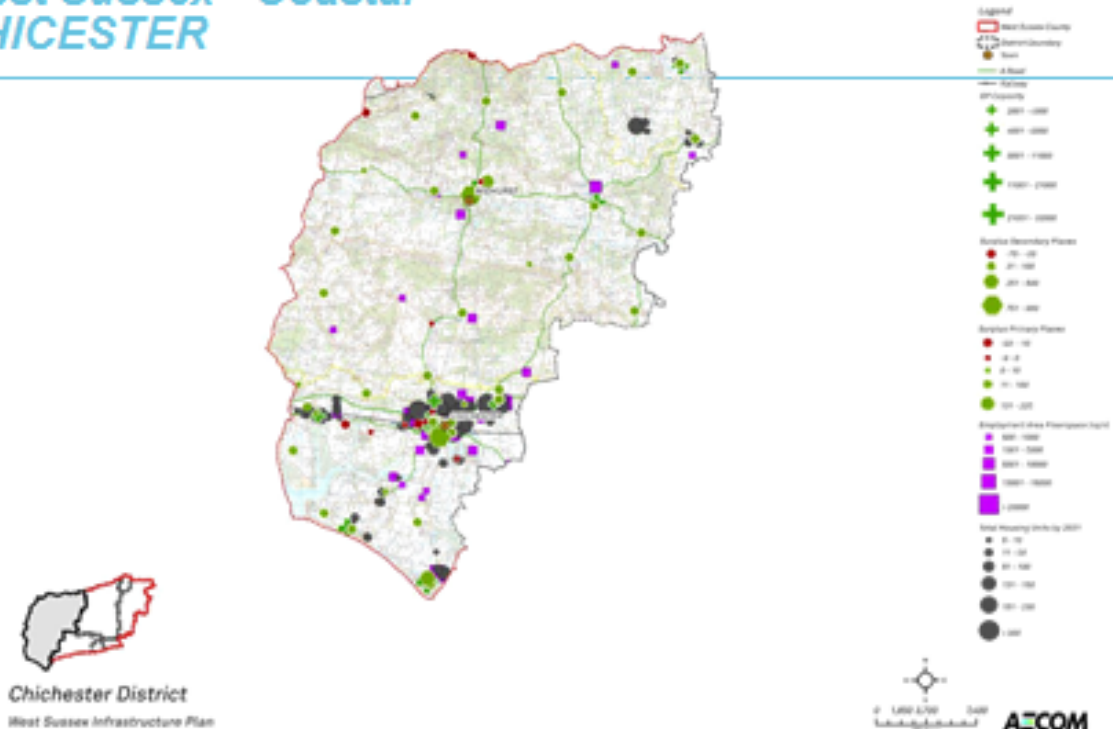


### **3.6 Employment Growth:**

There is currently over 50,000 sqm of undeveloped employment floor-space with outstanding planning permission in the Local Plan area. In addition, the local plan identifies that a total of 25 hectares of new employment land is due to be provided by 2029. Around 9 hectares of this total is already allocated in the Chichester Local Plan: Key Policies and further sites are being proposed for allocation in a Site Allocation plan currently being prepared by the District Council. The sites are predominantly suitable for B1 uses with some B2. The Employment Land Review Update (2012) estimates that the District has the potential to create 1,000 new jobs by 2016 and 3,700 by 2021. However, these levels are unlikely to be delivered without public sector funding, support and input to unlock some of the opportunities and improve infrastructure required.

### **3.7 Infrastructure Capacity Analysis**

#### **West Sussex - Coastal CHICHESTER**



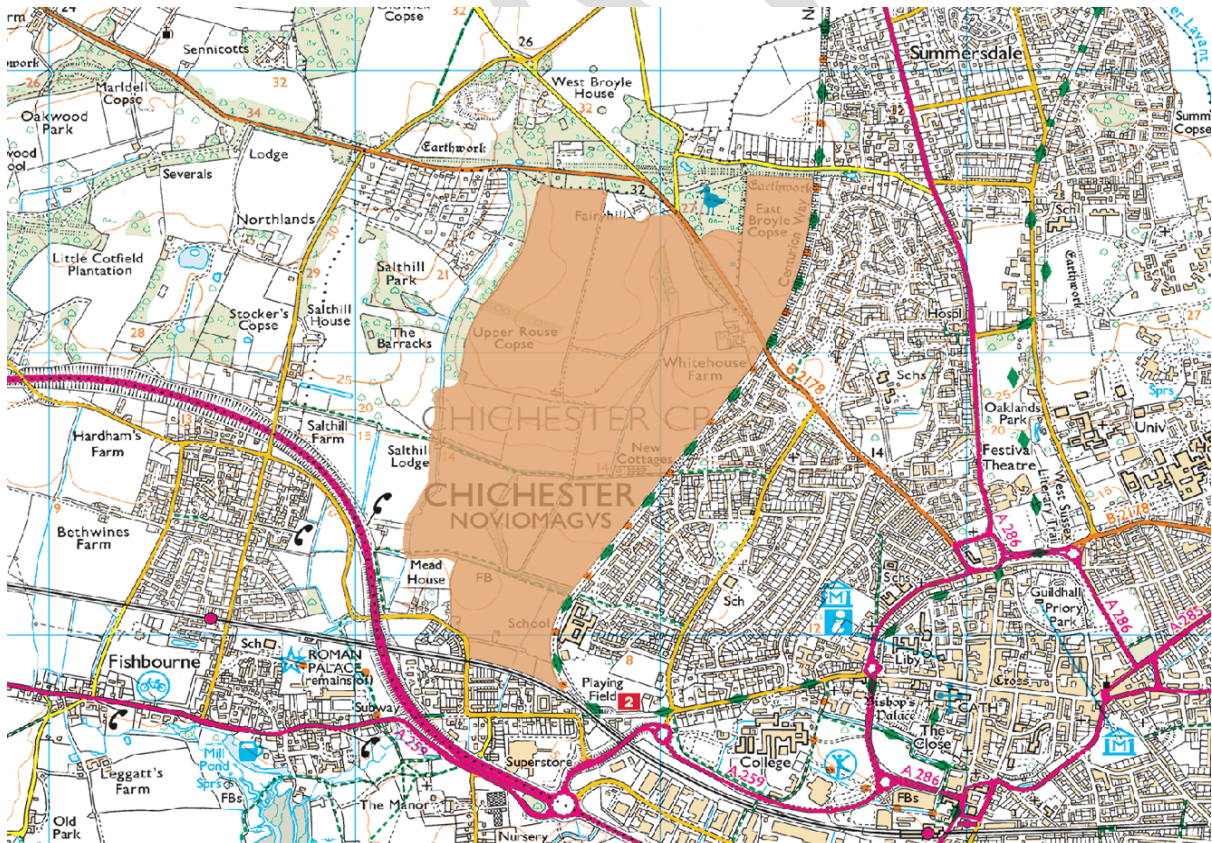
### **3.8 West Sussex Infrastructure Study**

The West Sussex infrastructure study highlights a range of infrastructure capacities and gaps for Chichester District.

- There is a clear capacity in Secondary school places across the district, but this will not be in the right locations to cater for the growth expected. Considerable pupil movement in the south is aided by rail links.
- Chichester City and the Manhood Peninsula suffer from road congestion
- Rail capacity is limited
- Bus services are at risk due to funding availability
- 3 out of the 4 GP surgeries have outgrown their current site locations, and St Richard's hospital requires expansion but is severely constrained due to other site uses nearby
- Tangmere Waste water Treatment works is currently inadequate to support further growth of housing.

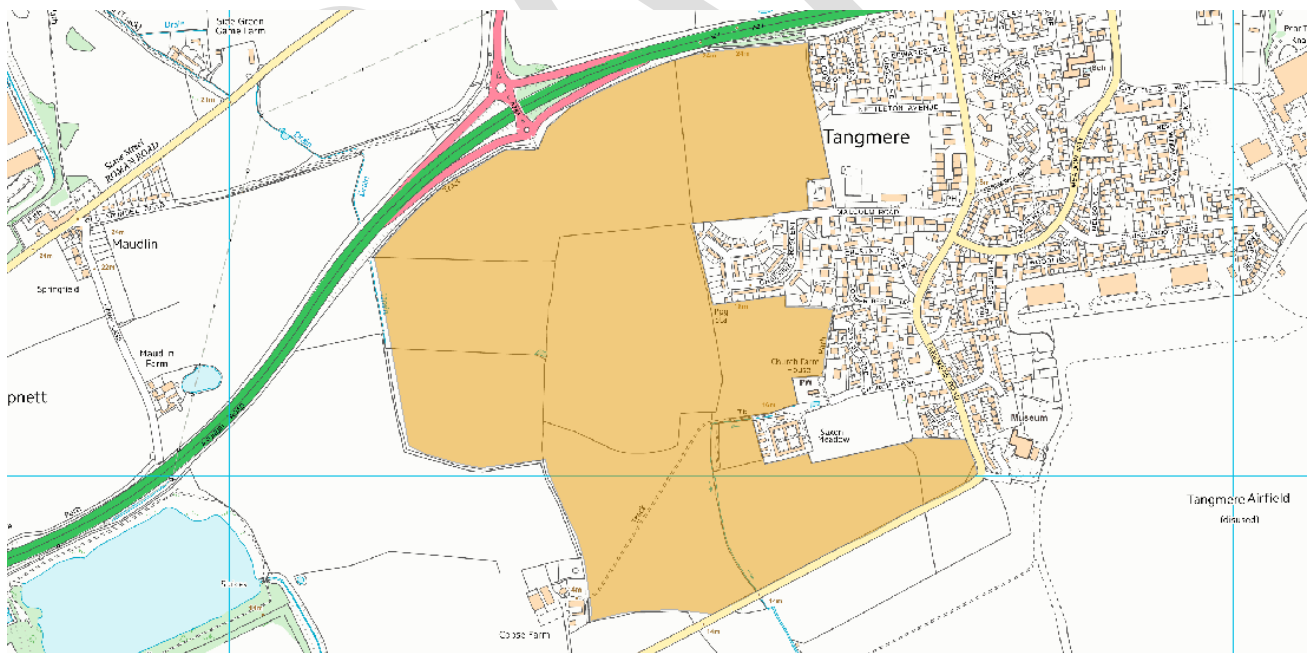
## Section 4: Key Growth Locations

**West of Chichester** – This land will be developed in two phases to form a new neighbourhood to the west of Chichester. Phase one will be accessed from the north and will deliver approximately 750 homes, a neighbourhood centre (including a medical centre, a primary school, small scale retail units and community facilities) and a new country park. Phase two will provide a new access to the south of the site to link with Westgate and will deliver approximately 850 homes and 6 hectares of employment land. Significant road improvements will be needed within Chichester and to the A27. Local roads may need traffic calming measures to mitigate the impact of the scheme. The specific mix of B1 employment floorspace will be determined through the master planning process and should maximise the opportunity to attract high growth/high value businesses. It will be key to ensure we create an environment suitable to enable our high value indigenous sectors (marine, horticulture, retail and tourism) to grow as well as attracting new high value businesses to the area.



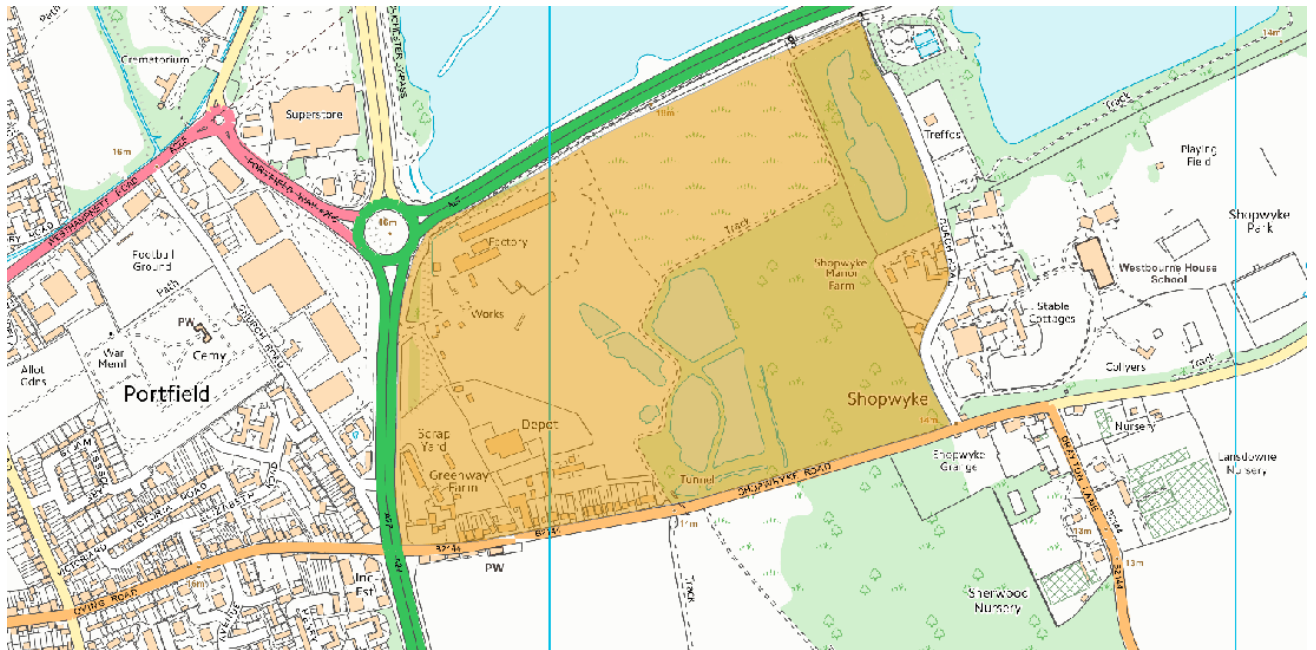
**Tangmere** a large village without some of the amenities which would normally be associated with a settlement of this size. The adopted Local Plan identifies Tangmere as being capable of accommodating further growth to enhance its role as a settlement hub. A strategic development location, to the west of the village, is expected to deliver approximately 1000 homes, community facilities, open space and green infrastructure. It will be accessed directly from the A27. The neighbourhood plan is at an advanced stage and sets out concepts for the development of the strategic site to ensure it is well integrated with the existing village as well as setting out local priorities for infrastructure provision. These concepts will need to be fully addressed by the developers of the site through the submission of masterplans and detailed planning applications. In addition to site specific infrastructure provided as part of the development, Chichester District Council and Tangmere Parish Council will receive significant CIL payments and will need to work with infrastructure providers, including WSCC, to ensure the total infrastructure package meets local needs and priorities..

Tangmere will deliver additional employment space adjacent to the existing employment development at the Chichester Business Park. It will be essential to identify businesses to occupy the new space to ensure the maximum number of high quality/value jobs are delivered. The local plan identifies this space for B1 and B2 units.

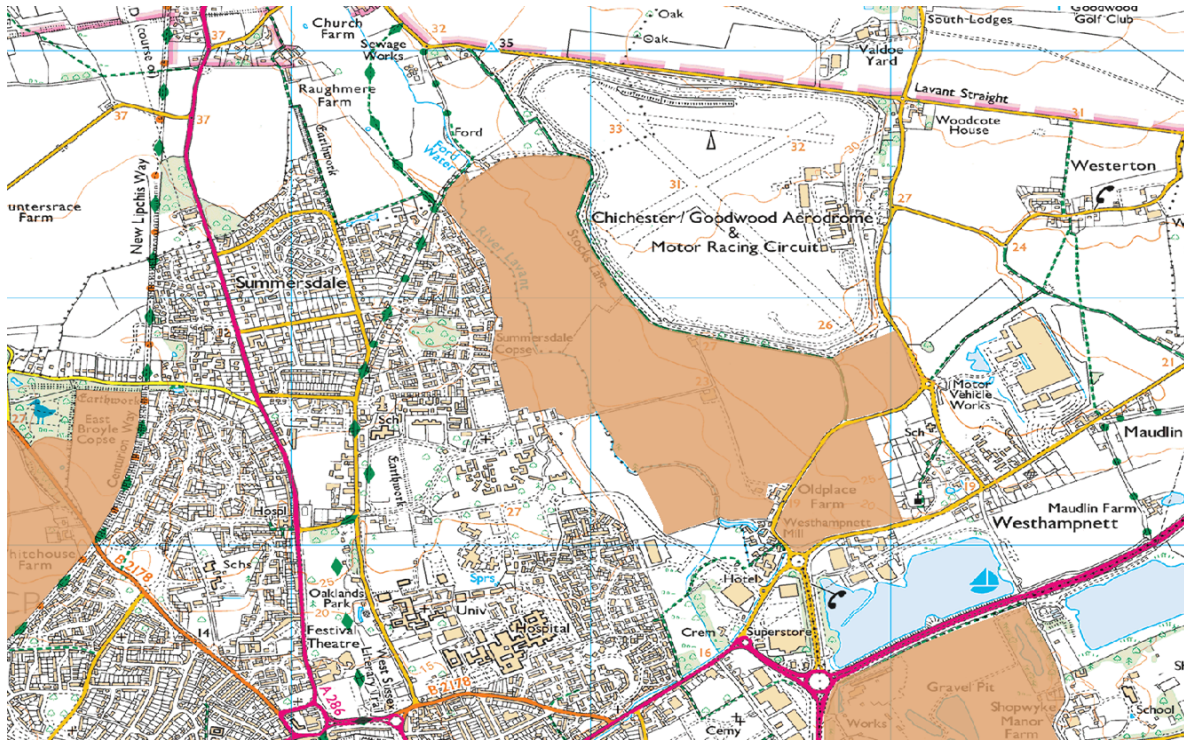


**Shopwyke** – this site will deliver at least 500 homes plus 4 hectares of employment land. The strategic development location will form a new neighbourhood to the east of the city. It will have direct access from the A27 but also provide safe pedestrian, cycle and bus connections across the A27 to the rest of the city. The scheme has outline planning permission together with

detailed approval for the significant land re-profiling and remediation works which are well advanced.

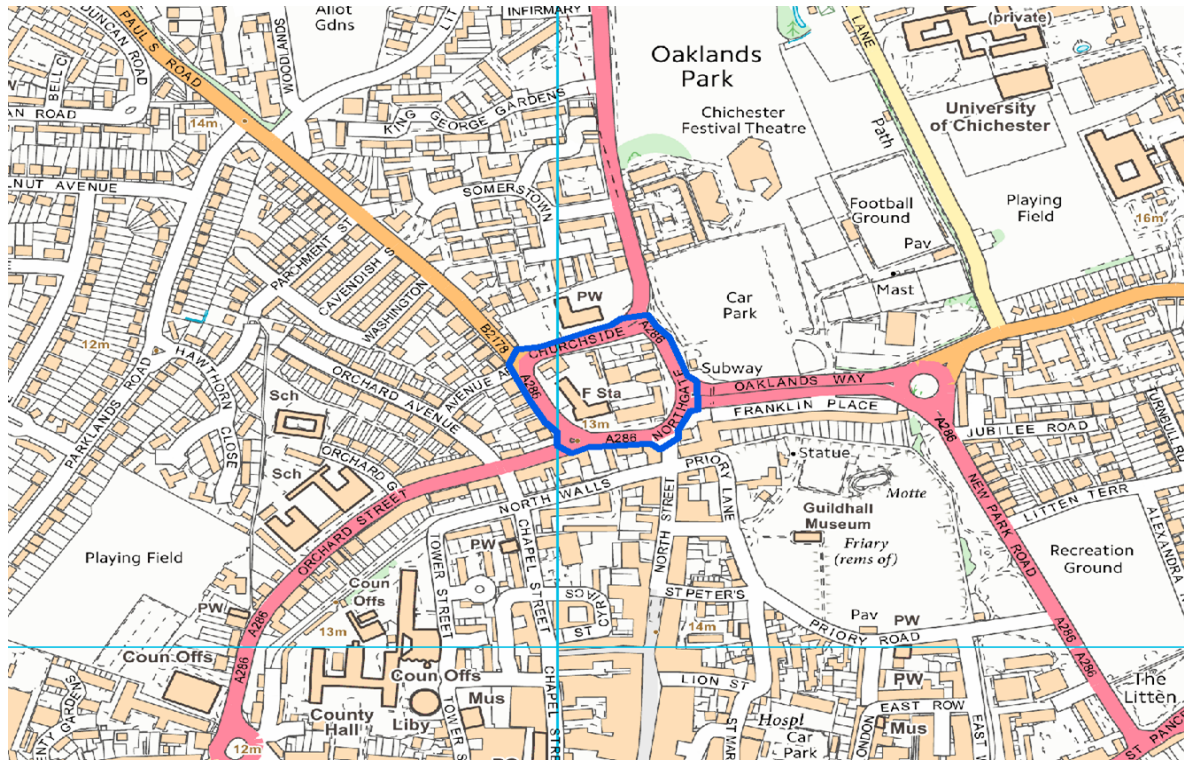


**Westhampnett/North East Chichester** – This strategic development location is on two parcels of land to the northeast of Chichester. The site will deliver 500 homes, approximately 300 at Westhampnett (between Stane Street and Madgwick Lane) and 200 west of the River Lavant on the eastern edge of Chichester. Community facilities and open space will also be provided. A concept statement has been produced by the District Council which sets out the context for masterplanning and detailed planning applications. There is a current planning application for the first phase of the site at Westhampnett.



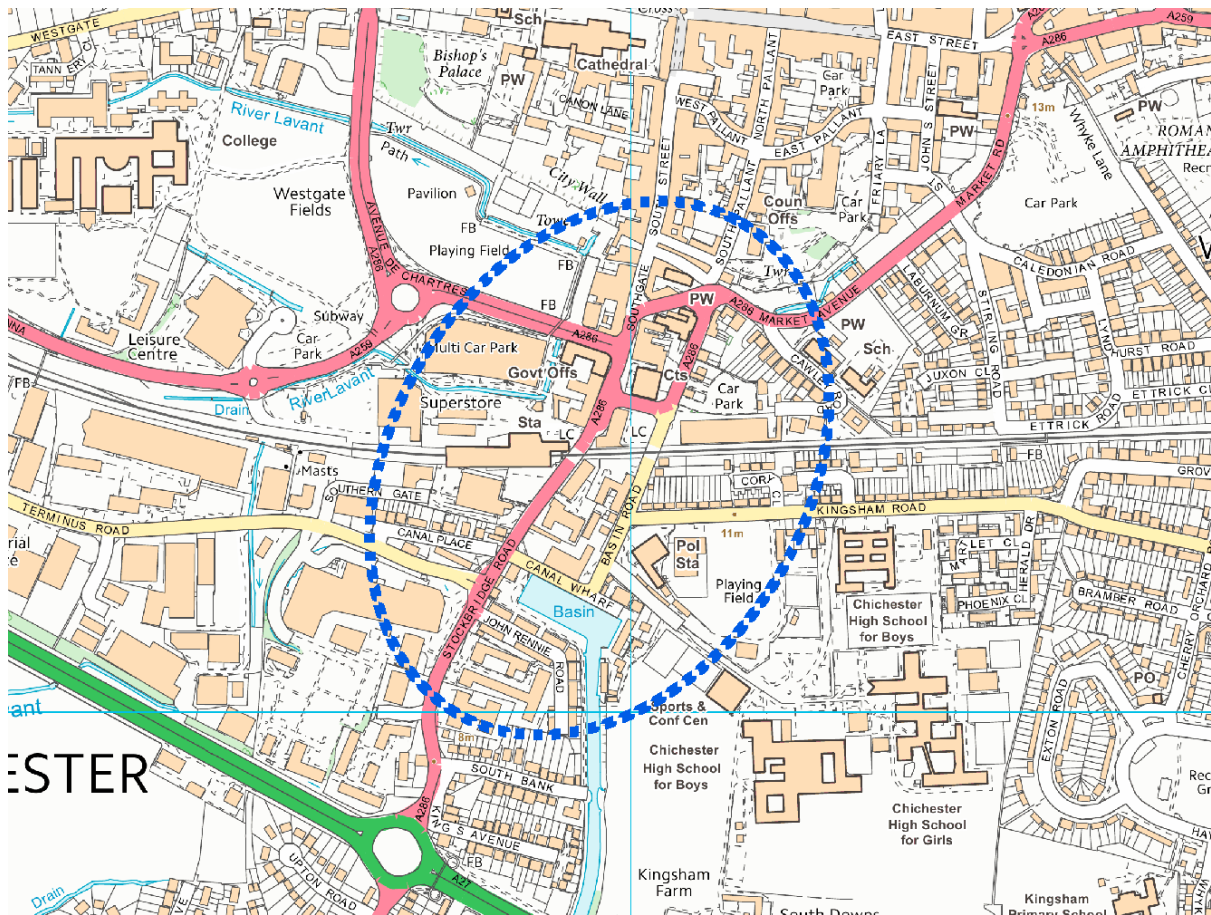
## City Centre –

- Main Shopping Area** – The economy is relatively healthy during the day but footfall has dropped over the last 5 years. There is evidence that the footfall drops significantly in the week before, during and the week after major events. The evening economy does not match that of the daytime, and the facilities within the centre do not match the demographic profile of those that use it, including the student population. The Vision will seek to address some of these issues with further research and input from the Chamber of Commerce, Chichester BID, the Cathedral, the Goodwood Estate, Bunn Leisure and other stakeholders. There are opportunities in the proximity of the cathedral green that could improve the setting of the cathedral and create a new amenity attracting and retaining visitors and businesses to the area.
- North** – The Fire and Rescue Service headquarters and operational fire station are situated in the northern gateway of the city. The Festival Theatre and large car park are also situated here. There is a large office block known as Metro House which does not fully reflect the high standards of office accommodation many businesses are looking for. The road layout is not effective and for many hours of the day can be congested. With the strategic development at West of Chichester there will be additional traffic from the B2178 (St. Paul's Road) joining the Northgate gyratory. There is a desire to improve linkages from the car park and festival theatre to the city centre so as to increase footfall. Currently North Street is accessed via an underpass which does little to attract people to walk into the city centre or vice versa.



- South** - The Stockbridge Road roundabout on the A27 is heavily congested during the rush hour period daily and during the summer months. This roundabout is the southern entry point to the City centre and the access point to Bracklesham and the Witterings. The road becomes a single carriageway which crosses the railway line via a level crossing upon entry into the City. The level crossing delay vehicle movements into the city. The Bus station depot and Garage, Railway Station, Police Station and Post Office are all on this access point. The Ministry of Justice have begun a consultation on the continued use or possible closure of both the Magistrate and County Courts. The traffic flow around the Southern gateway could be greatly improved as could the potential enhancement of the canal basin area. However, contamination issues associated with some of the sites make the proposals uneconomic to pursue and public sector involvement will be essential to delivery. This could provide a very attractive location for the "high end finance"





**Note: the boundary for this work will be set at a later date.**

**Chichester Industrial Estates** – much of the stock dates back to the 1960s and whilst well occupied does not attract the type of high growth/high value business required. The private sector appears reluctant to invest with rental levels often too low to justify investment. The District Council has identified latent demand for space to accommodate creative and innovative starter businesses and has committed to invest in a new Enterprise Gateway that will generate 250 new jobs, in high growth/high value sectors per annum. It has also bought back a long leasehold interest and will invest in new space once a pre-let has been identified. There is an opportunity to increase jobs and homes if improvements were made to the public realm, this could become a catalyst for further development and funding from the private sector. Once constructed the Enterprise Gateway could also be expanded by adding satellites in the Midhurst and Selsey areas – however rental levels will not sustain the development costs so public sector involvement is likely to be involved.

**The Manhood Peninsula and Coastal areas** - although very large scale housing numbers are not expected to be delivered in these locations, two feasibility studies have begun as there is a requirement to improve the economy in these locations:

- 1) The Haven project to create a safe harbour facility in Selsey with improved facilities for the fishing industry.
- 2) Employment study of the Witterings which will identify areas for improvement and investment.

If these initial projects are to be taken forward they may require further investment and they could therefore become priorities for delivery in the future.

**Rural areas** – the rural areas of the district are unlikely to deliver the number of houses that would result in significant growth. However, it is expected that there will need to be infrastructure improvements to enable the businesses currently located in these locations to remain viable. These businesses, predominantly small business of less than 10 persons play a significant part in the rural economy, and have driven much of the growth over the past 5-10 years. The tourism offer for the area supports the need for additional tourism accommodation. One site has been identified within the draft SDNP Local Plan, (the former Syngenta site near Fernhurst) that might assist CDC address some of the issues related to the rural economy and tourism offer. This issue cannot be looked at in isolation and the rural Place Plan will need to be put in place between WSCC, CDC and the SDNP.

## Section 5: The Priorities

### Priorities

1. **Housing** – delivery of 3600 homes at 4 Strategic Development Locations (3,250 homes in the Local Plan Period to 2029), which will require the provision of significant additional infrastructure to support them and the wider growth of Chichester District.
2. **City Centre** – deliver a Vision for what Chichester City will look like, which will include a plan for the Northern and Southern Gyrotories, Tourism, Employment Space, Parking, industrial estates and public realm etc
3. **A27** – will have an impact on the delivery of growth for CDC and will significantly reduce congestion
4. **Digital Connectivity** – high demand as 68% of district is rural with a high proportion of workers self-employed or working from home. Ultrafast broadband would aid the city centre to deliver high end finance sector jobs and other high value jobs.
5. **Education** – 2 new schools and 3 expansions identified in local plan but significant capacity exists across the schools within the city. There is therefore need for a clear schools plan that will provide quality education for current and future residents which appropriately fills current schools before building new ones.
6. **Business growth** – the District has a need to attract new, high value jobs to the area. The environment is attractive to such businesses but public sector investment in infrastructure and to unlock barriers is required to deliver these aspirations.

### Priority 1 – Housing

The total number of houses to be delivered for Chichester District is 7388.

**Already delivered** – Graylingwell and the Rousillon Barracks sites are already well into development and have delivered a combined total of 436 homes, with a further 595 homes still outstanding on the two sites.

**The priority** is to deliver the 3250 homes identified at the 4 Strategic Development Locations within the adopted Local Plan and provide the infrastructure needed to mitigate the impact of the development. Shopwyke has planning permission and development is underway. Westhampnett and West of Chichester are subject to outline planning applications for the first phase of development. Progress with landowners and prospective developers at Tangmere in relation to the preparation of an overall scheme masterplan has not met initial expectations. All of the strategic sites require substantial investment to facilitate development. This includes site servicing, waste water connections and highways infrastructure. Land ownership and valuation issues may also impact on the efficient delivery of the new homes and there may be a need for

public intervention to ensure that the obstacles to development are addressed and plans are delivered. Public funds may have to be used to overcome viability issues and to assist with the substantial initial investment in major infrastructure provision that is required to get development started.

**Remainder** – of the housing requirement will be delivered on smaller sites throughout the plan area.

**Evidence** – The Chichester Local Plan has been recently adopted by the District Council.

**Outcome** – 7388 homes with the necessary infrastructure to mitigate the impact of the development and support growth of the area. Including;

- Waste water connections
- Highways improvements

## **Priority 2 – Chichester City Centre 'Vision'**

Priority to develop a 'vision' which will identify 'What Chichester will look like in 20 years' time'. This Vision will identify opportunities for growth and attract new businesses with increased floor space this. It will seek to identify priorities for road improvements, tourism, employment space, retail sites, building programmes public realm and rail improvements. The vision will identify what investment plans will need to be secured to deliver an improved City Centre and the employment space that supports it.

**Evidence** – Chichester has a continued problem with traffic congestion, specifically around the Northern and Southern Gateways of the City and linkages to the A27(T). A road space audit is currently being undertaken by WSCC. Footfall in the City centre has been dwindling for a number of years, as demonstrated in the Chichester BID footfall figures. The tourism sectors within Chichester have not seen significant investment for a number of years and the events that take place around the city do not currently bring significant footfall into the city and in some instances footfall greatly reduces prior to, during and after the event.

**Background** – Chichester is in a unique position to be able to look at both its northern and southern entry points and to relocate a number of key facilities; bus depot and garage, post office, operational fire station etc.

These have been looked at previously by a number of different project groups but these have not had all the stakeholders coming together previously and land ownership/contamination problems have caused proposals to falter. There is now an opportunity for stakeholders and land owners to come together under this project to make significant improvements.

**Outcome** – A single vision of what Chichester should look like with a number of projects which will be delivered from the Vision. The Vision will also identify job growth, and how to attract new businesses. It will identify what Chichester currently has and what Chichester needs moving forward to remain economically viable.

**Costs** – £43,000 will cover the cost of the initial feasibility currently underway. The costs of implementing the actions to be identified by the Vision are to be determined

**Funding** – We anticipate there will be projects which will align with LEP priorities which may be suitable for application at a later stage.

### **Priority 3 – A27**

Priority is to deliver an improved A27. This will be the responsibility of Highways England to deliver, however it will be imperative to manage the impact and outcomes of the improvement programme on the local transport network and the wider operation of the City and surrounding settlements.

**Background** – The government has indicated support for the A27 upgrade. A public consultation is expected in Spring 2016. The four Strategic Development Locations will need to make financial contributions towards the cost of improvements to the A27. It is anticipated that this will contribute towards the major scheme being promoted by Highways England, however, if for any reason this fails to progress then a lower level scheme that solely deals with the extra traffic generated by those sites will need to be delivered.

**Outcome** - improved traffic flow around Chichester that will enable growth.

**Cost and Funding** - £10m from WSCC and £10-12m to be obtained through developer contributions from the strategic sites, which will supplement more significant Department for Transport/Highways England funding.

### **Priority 4 – Digital Connectivity**

Priority to ensure we develop and deliver a digital network that takes the next steps on from the national developments led by BDUK and Openreach. The aim is to ensure continued investment in broadband and mobile connectivity which is critical for our businesses to maintain competitive advantage in a global economy. This is equally important for Rural and home based businesses and residents. This will allow businesses to be maintained and grow. Delivery of Ultrafast and Superfast Broadband will assist the city centre to attract high value job sectors such as the High End Finance sector.

**Background** - WSCC is using public money to intervene in the commercial market where it is failing to provide broadband services to premises. Whilst the BDUK roll out will deliver superfast broadband to the majority of the District there will be significant gaps and not spots. There are rules which legally bind the project such as State Aid rules set down by the European Commission which govern public sector intervention in the commercial market place. A final position statement is to be developed to capture the range of activity on this across the district and WSCC, including BT commercial roll out, Better Connected project, LGF Growth funding and Business Voucher opportunities. Assessment of other opportunities from alternative options such as wired connections and satellite connections. This will include consideration as to where "not spots" may occur and if these coincide with business demand for connectivity in rural or home based industries. Assessment as to whether further investment in these isolated / distinct areas would be value for money and / or be compliant with state aid rules. There is a need to identify if this will sufficiently deal with the issue and if there remains an infrastructure requirement and if so what is this, what is the cost and what is the gain in terms of jobs saved or created. It is an aspiration to be able to deliver Ultrafast broadband (1G) in all businesses, urban and growth areas and Superfast broadband (30mbps) to rural and hard to reach areas and develop 'final stretch' solutions. CDC have committed to ensuring that all future developments have digital connectivity as a planning requirement.

Ultrafast and Superfast broadband – WSCC and CDC to look at the options of bringing Ultrafast and Superfast broadband to Chichester. This is a work in progress

**Outcome** – is to deliver an increase in GVA through growth of business and creation of jobs through improving the information technology infrastructure that business and local communities need to support economic growth (from Future West Sussex Blue Print). All new houses and employment space to be connected to Broadband at time of delivery.

**Investment to date** - Investment in the broadband roll out through the Better Connected project across West Sussex has so far been WSCC - £6.26m Central Government £ 6.76m. (Phase 2 WSCC £1.25m, £1.25m central gov).

### **Priority 5 – Education**

Priority will be to develop a clear delivery plan for the expected growth from 3 Strategic Sites (Whitehouse Farm, Shopwyke and Westhampnett) and the Graylingwell/Rousillon Barracks sites.

**Evidence** - The Schools place planning for 2015 shows there will be a slight increase in the demand for primary schools places across Chichester District. The local plan identifies a requirement to build two additional primary schools and expansion of two other primary schools.

**Background** - A site on the Graylingwell development is still being held for a school site should we require it, however, it is unclear that the number of children currently occupying that site warrants this school to be built. This does not mean that the school in Graylingwell will not be developed in the longer term, the developments are still being built out in phases and we cannot at this stage predict how many families might still move in therefore the need for this land should remain under constant review.

The site at West of Chichester has been identified as requiring a primary school. Further assessment of the impact of this proposed development, and further development in the area, on the wider school places planning for Chichester will be progressed to ensure that the solution that best serves the education needs of the area is progressed.

With the development of Tangmere, it has not yet been determined what the requirements for a primary school might be however, it is likely that with the build out of Tangmere and the proposed houses in Arun there may be a need to deliver both, a new primary and secondary school between Chichester and Arun. Although the Chichester High School for Boys and the Chichester High School for Girls will be merging in Sept 2016 to create Chichester High School it should be noted that these schools are currently under-utilised by the equivalent of one whole secondary school, which could be utilised for this development.

**Outcome** – each child will have an appropriate school for them to obtain the best education, but the number of new schools will have been rationalised with a plan to ensure all school places are appropriately filled before new schools are built or current schools extended

**Cost and Funding** - £24.5m Basic Needs Grant, CIL and S106

## **Priority 6 Business Growth**

Priority will be to create the environment within which we enable our high value indigenous sectors (marine; horticulture, retail and tourism) to grow whilst at the same time encouraging new high value businesses to the area to exploit our unique natural environment and further education sector such as: healthcare and life sciences; advanced manufacturing; construction; digital and creative industries; professional and business services and the space industry.

**Evidence** - feedback obtained for the Economic Development Strategy indicates that growth oriented business need the right environment to grow and invest. This includes the right accommodation, in the right locations with up-to-date digital and physical infrastructure. Chichester already has a very high business density rate 94 businesses for every 1,000 working age residents. Redeveloping and reinvigorating the public realm in Terminus Road industrial estate will act as

a catalyst to attract additional investment which will in turn create new jobs and businesses to Chichester. The creation of an Enterprise Gateway will help to meet the Economic Development Strategy priorities to attract and retain working age talent and create the conditions to support growth orientated businesses. The Enterprise Gateway will offer Ultrafast broadband with very flexible short term agreements and creative and flexible workspace.

**Background** - Chichester's natural and cultural assets provide a unique head start as a location where high-growth/high value employers would wish to locate and grow. With such a high business density Chichester needs existing businesses to grow and the new businesses it attracts must provide high value jobs, such as those in the food and drink, marine, creative/media and finance sectors. In 2013 WSCC and CDC with Wilbur Associates undertook a review of the industrial estates in Chichester which delivered an options paper on redevelopment and reinvigoration of terminus road specifically.

**Outcome** – deliver 27,000sqm of employment space by 2017 with up to 3,000 jobs by 2021.

**Cost and Funding** – CDC approximate costs TBA. We anticipate there will be projects which will align with LEP priorities which may be suitable for application shortly.



## **Section 6 The Proposals**

### **Proposal 1 – Preparation of a Chichester City Vision**

**What** – to create a number of business cases to support the regeneration of Chichester City.

These may include

- The feasibility of redesigning the Northern and Southern Gateways including options for the railway line crossings
- The delivery of 25Ha of employment space with review of high value indigenous sectors as well as new high value businesses
- A tourism strategy
- The re-invigoration of industrial estates, which may include the development of a Business Enterprise Hub

The District Council has approved a project initiation document. This work will begin with the first Steering Group meeting on 29<sup>th</sup> October.

**Outcome** – Increase the GVA by ensuring we have a city where people want to live and work, ensuring we attract the right businesses, people and infrastructure to the city, in the right place at the right time.

#### **Activities –**

- Development of a steering group first meeting on 29<sup>th</sup> October to identify project group membership
- Development of a project group
- Create briefs for each of the research/feasibility studies
- Research and workshops with stakeholders
- Identify where investment is needed and where it might come from
- Identify public realm that could be improved
- Create business cases for each priority identified
- Pursue businesses that could support High End Finance and Ultrafast Broadband delivery
- Work with the current occupiers of the North and South Gateways to identify new sites available and develop a Masterplan for the City (gateway to gateway)
- Maximise the use of public assets to support the key growth outcomes

**Costs** – initial fact finding work approx £43k from CDC for initial report and consultancy costs. There will be a need to identify costs and businesses cases as the vision identifies possible projects and feasibility studies. Each project as

it comes forward will identify funding and revenue streams. We anticipate there will be projects which will align to LEP priorities which may be suitable for application at a later stage.

## **Proposal 2 – Delivery of the Strategic Development Locations**

**What** – secure funding for the infrastructure needs for each SDL and ensure the IBP fully captures the infrastructure requirements and funding issues

**Outcome** - To identify and where appropriate secure the funding for infrastructure that is needed for individual schemes and on a cumulative basis to ensure that the wider impacts of growth can be fully addressed , this is specifically key at West of Chichester and Tangmere SDLs.

### **Activities** –

- Development of an Education Investment and Delivery Package for the whole of Chichester which includes a review of existing capacity and assets against future school places and needs of future developments.
- Development of a plan with the CCG to deliver primary Health Care provision
- Identification of the target businesses which could be attracted to the sites with any Infrastructure requirements
- Identification of Highways and Transport requirements for each site
- Identification of cycle paths and other sustainable transport options to reduce traffic flow into the city centre

**Costs** – Early indications are that there are significant costs for delivering the infrastructure as identified in the Local Plan. Including;

- Two new Primary Schools and expansion of two primary schools estimated to be £24.3m
- Medical Centre estimated to be £4.3m
- Connections to wastewater network (no comprehensive costing at present)
- A27 Chichester Bypass junction mitigation – Total cost £12.8m (majority of which will be sought from the SDLs)
- Off-site local road/junction improvements (no comprehensive costing at present)
- Public transport improvements £1.2m
- New/improved cycle routes £1.2m
- Four Community halls - Total estimated cost £3.3m
- Country park (West of Chichester) - £3.5m
- Other green infrastructure (no comprehensive costing at present)

**Funding** – it is unlikely that these will all be fully funded there may be significant gaps

- CIL
- S106
- Basic Needs Grant
- CCG

### **Proposal 3 – Digital Connectivity**

**What** – to create a business case to address any areas of the district which will not be supported with a high speed broadband capability once the WSCC Better Connected project has been completed. To support the outcomes for delivery of Ultrafast and Superfast broadband with the High End Finance sector moving to Chichester

**Outcome** – to deliver an increase in the GVA through growing businesses and jobs through 'final stretch' solutions for digital connectivity in areas where there will continue to be 'not spots'. Our aim is to ensure continued investment in broadband and mobile connectivity which will enable our businesses to remain competitive in a global market. This could include obtaining Ultrafast Broadband (1GB) in all businesses, urban and growth areas and Superfast (30 mbps) in rural and hard to reach areas. The delivery of the Ultrafast and Superfast broadband will increase the likelihood of bringing in high value jobs to the area, specifically the High End Finance sector

#### **Activities**

- Assessment of the 'not spots' remaining in the District after the completion of the Better Connected programme
- Analysis of the benefits of delivering digital connectivity in terms of growth and jobs to the not spots
- Analysis of solutions available including aggregating the purchasing power of the public sector
- Integrating broadband and digital connectivity requirements into pre-application discussions
- Continued work with the providers of Ultrafast and Superfast broadband
- Continued work with the High End Finance sector to ascertain what other elements are needed to persuade them to move to the District

**Cost** – to be confirmed

#### **Funding** –

- private investors
- WSCC
- CDC

## **Proposal 4 – Enterprise Gateway and Terminus Road**

**What** – to create an Enterprise Gateway and reinvigorate the Industrial Estate in Terminus Road.

**Outcome** – To increase the available employment space in Chichester to attract and retain working age talent and create conditions to support growth orientated businesses. Increasing the GVA and high value jobs in Chichester. Delivery of infrastructure which will support new and existing businesses to grow and develop including Ultrafast broadband. To act as a catalyst for future development and investment.

### **Activities –**

- Appoint construction contractor – Jan 2016
- Create business case for Ultrafast broadband provision and possible contractors
- Project group to identify any additional infrastructure requirements and review 2013 Wilbur Associates report and recommendations
- Demolition of current buildings – April 2016
- Construction of new building to begin – May/June 2016
- Completion – Feb 2017
- Occupation – Mar/Apr 2017

**Cost** – To be confirmed

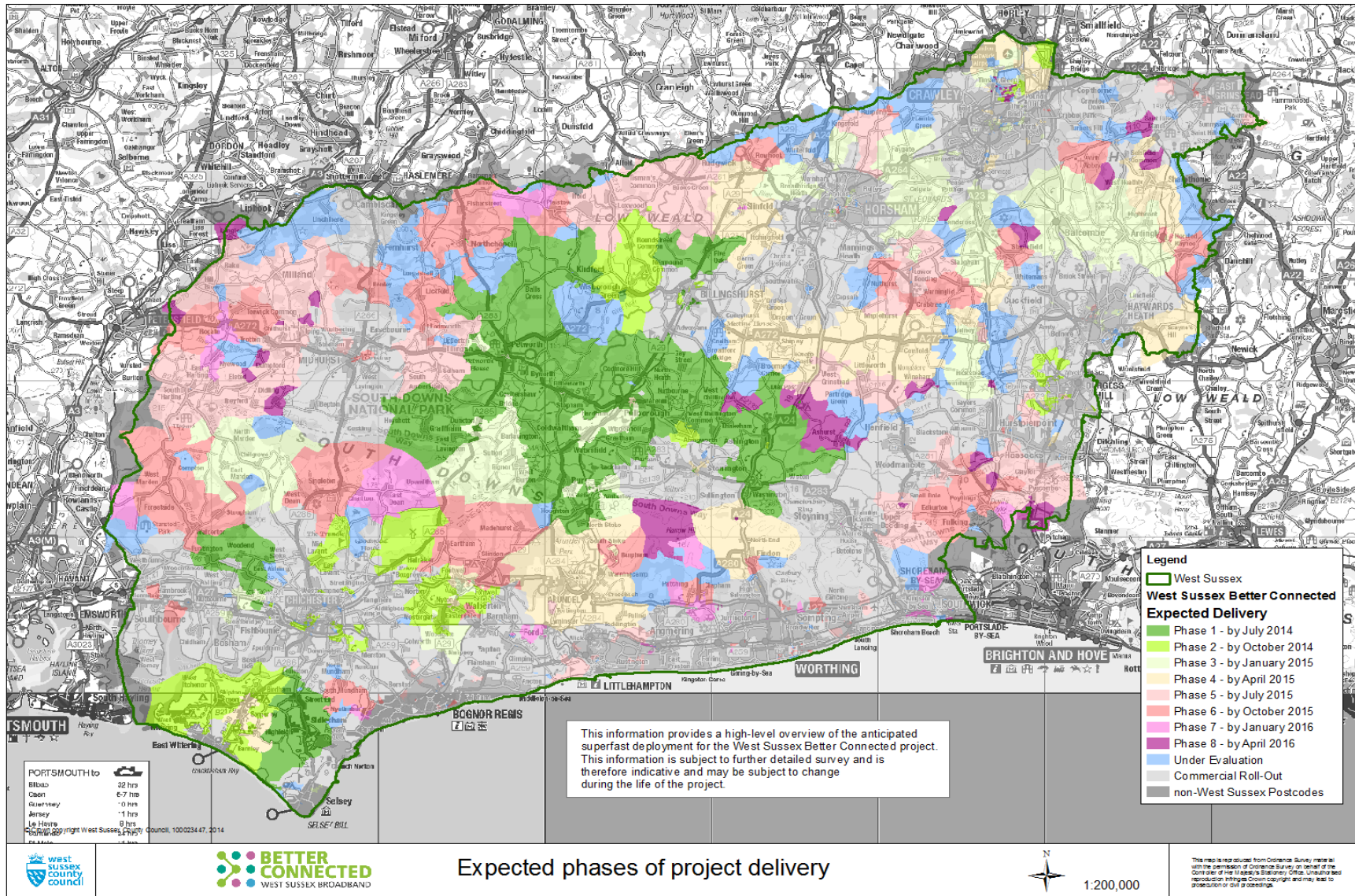
### **Funding –**

- CDC
- WSCC

## Appendix 1 Housing Trajectory

Parish	Place	15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29
Birdham	Chichester Marina	10													
Birdham	North of the Saltings			15											
Birdham	Tawny Nurseries		10	20											
Birdham	Rowan Nursery			18	7										
Chichester	Bartholomews			25	26										
Chichester	Portfield Football Club				40	40									
Chichester	Graylingwell	87	37	70	75	75	75	59							
Chichester	Rousillon Barracks	64	53												
Chichester	Winden Avenue	94													
Chichester	5-6 Southgate		9												
Chichester	Sussex House		7												
Chichester	Woolstaplers car park		16												
Chichester	Olway Road		17												
Chichester	The Tannery			15											
Chichester	The Chequers	8													
Chidham and Hambrook	Marshalls Mono Ltd	1													
Chidham and Hambrook	Hambrook Hill	6													
Chidham and Hambrook	Flat Farm			8											
Chidham and Hambrook	Broad Road		28												
Chidham and Hambrook	Waterfords Field			15	15										
Chidham and Hambrook	Chidham Garage			9											
Donnington	Southfields Close	41													
East Wittering	Beech Avenue	19													
Fishbourne	Salthill Road		20												
Fishbourne	Follis Gardens	25													
Lavant	Hunters Rest	24													
Loxwood	Loxwood Surgery Farm		17												
North Mundham	Lagness Road	15													
North Mundham	School Lane			10	15										
Oving	North of Shopwyke		40	78	108	113	95	66							
Selsey	North of Park Road		40	40	30										
Selsey	Home Farm		8												
Selsey	5-9 High Street		9												
Selsey	Park Farm			20	40	40	39								
Southbourne	East of Manor Way	10													
Southbourne	Prinsted Court	20													
Southbourne	West of Garsons Road				30	40									
Southbourne	North of Main Road			17	35	35	35	35							
Southbourne	East of 181 Marin Road			20											
Tangmere	Tangmere Airfield Hanger	8	48	48	48	8									
Tangmere	Barrack Block	11													
Tangmere	East of Meadow Way		30	29											
West Wittering	North of Chaucer Drive	38	7												
Westhampnett	Maudlin Nursery		19	40	40										
Wisborough Green	South of Meadowbank			25											
Wisborough Green	Greenways Nursery	8													
Chichester	West of Chichester (Whitehouse farm) SDL			25	75	75	100	125	125	125	125	125	125	125	100
Westhampnett	Westhampnett SDL part 1			40	65	65	65	65							
Westhampnett	Westhampnett SDL part 2									50	50	50	50		
Tangmere	Tangmere SDL				50	75	75	100	100	100	100	100	100	100	100
Chichester	South Graylingwell			30	50	50									
Kirdford	North of Kirdford Growers		10	10	10	10	5								
Kirdford	Townfield							6							
Kirdford	Cornwood and School Court							9							
Loxwood	Nursery site				20	23									
Fishbourne	East of Mosse Gardens			25											
Fishbourne	Roman Palace							15							
Southbourne	North of Alfrey Close						40	15							
Southbourne	Nutbourne West				25	25									
Tangmere	Tangmere Academy										15				
Tangmere	City Fields Way										15				
Tangmere	West of Malcolm Road						12								
Wisborough Green	Clarks Yard				11										
Wisborough Green	Winterfold, Durbans Road											22			
Chichester	Plainwood Close						21								
Chichester	The Tannery part 2		13												
Donnington	Windmill Bungalow				16										

# Appendix 2 – Broadband Roll Out Map



DRAFT

# A Draft Memorandum of Understanding to Underpin the Statutory, Strategic and Operational Relationship between West Sussex Waste Authorities.

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## 1. Definitions

For the purposes of this document the following definitions will apply:

JMRMS meaning the Joint Materials Resource Management Strategy

MoU meaning this revised Memorandum of Understanding.

MRMC meaning the Materials Resource Management Contract.

RWHC meaning the Recycling and Waste Handling Contract.

WCA Waste Collection Authority meaning the District or Borough Council carrying out the statutory duty of waste collection.

WDA Waste Disposal Authority meaning the West Sussex County Council carrying out the statutory duty of waste disposal.

## 2. Preamble

2.1. In 1998 the WDA in partnership with the WCAs, made a strategic decision to procure two contracts for the handling, treatment and disposal of waste. The first, known as the RWHC deals with the provision of waste infrastructure in the county and includes all Waste Transfer Stations, Household Waste Recycling Sites and the provision of a Materials Recycling Facility. The second, known as the Materials Resource Management Contract, expected to come into operation in Autumn 2015 provides facilities for the treatment and disposal of the waste not handled under the RWHC. This treatment being in the form of further extraction of resource in the form of recyclate, composting, heat and electricity via either biological or thermal treatment processes.

2.2. The West Sussex WDA and WCAs have a long history of successful partnership working which is crucial to moving the waste agenda forward. The procurement and commissioning of new waste infrastructure in the county has led to a significant increase in the tonnage of wastes being recycled and also diverted from disposal by



other means. The progression of the infrastructure and associated management contracts also created the need for two separate but co-dependent Memoranda of Understanding between the County and the constituent boroughs and districts and this revised document seeks to combine these documents into this one inclusive document.

- 2.3. The Partners to this MoU recognise that they are part of the rapid change process in waste management which will become much more expensive and tightly regulated whilst being more professional and specialised and achieving higher environmental standards and that they will work together in the spirit of gaining greater efficiencies and 'Best Value' for the community and council tax payers of West Sussex.
- 2.4. The key issues recognised by the Partners in relation to this MOU include:
  - The recognition that greater emphasis needs to be placed on waste education, minimisation and reduction.
  - The need to comply with existing and new legislation and achieving the current and future statutory and strategic performance targets for recycling, recovery and diversion of wastes from landfill.
  - Funding the significantly increased costs involved in moving to recycling and recovery based strategies against the backdrop of on-going austerity.
  - The logistics involved in implementing the necessary collection and processing infrastructures (e.g. securing sites and planning consents).
  - Ensuring the availability of markets for recyclables and other products in the face of increasing competition nationally and globally.
  - Gaining and maintaining the public participation that is vital for the success of new recycling and composting and recovery based strategies.
- 2.5. Such partnership working can potentially enhance both WCA and WDA activities and result in new solutions to issues, economies of scale and increased efficiency.
- 2.6. The ongoing development of the waste contracts offer potential benefits in adding value to WCA and WDA activities and a means to advance both WCA and WDA objectives in line with Best Value principles through the common understanding and agreement of what is needed to deliver the requirements of the Joint Materials Resource Management Strategy (JMRMS).

### 3. Purpose and Status

This MoU is between the WCAs (both jointly and severally) and the WDA. It shall be considered as the pivotal working arrangement between the WCAs and the WDA in the development and delivery of the Countywide JMRMS.

3.1. The purpose of this MoU is to clarify the aims, objectives and commitments of the WCAs and WDA to ensure that the respective activities provide Best Value in discharging their relevant responsibilities under the Environmental Protection Act 1990 (EPA) and all other relevant and associated legislation.

3.2. The parties acknowledge that: -

- This MoU is intended as an operational document and not a formal contract and that they will use all authorised efforts to comply with its terms. No signatories shall be obliged to undertake expenditure or activities that they would not have otherwise undertaken in compliance with their duties as a WCA or WDA without this being agreed between the parties.
- Notwithstanding this MoU, the WCAs and WDA will each retain their respective statutory powers, responsibilities and duties.
- This revised and combined MoU document shall replace the existing 'MoU Schedule' in the MRM and RWH contract documents which may trigger the 'change of service' mechanism in each contract depending on the changes in this document and its associated Schedules and Appendices.

3.3. There are a number of Schedules (and appendices relating to specific Schedules) attached to this MoU, which will require agreement with the MRM and RWH Contractors. It is possible that these schedules will require ongoing revision (as the services dictate) post agreement of this MoU but can be revised independently as required.

3.4. These schedules are drawn from the previous two independent MoU's, revised and expanded upon to fully demonstrate the growth of the specific work areas resulting from the requirements of the MoU and the current management, recording and reporting mechanisms in place in each case.

3.5. Current schedules include;

Schedule 1 – RWHC operation and processes.

Schedule 2 – MRMC operation and processes.

Schedule 3 – Service Planning Requirements.

Schedule 4 – Waste communication, education and minimisation activities.

Schedule 5 – Other waste contracts relating to the partnership.

Schedule 6 – Financial information and processes.  
Schedule 7 – Governance.

#### 4. Guiding Principles

4.1. The WCAs and WDA acknowledge the following:

- The MoU will form the basis for mutual support and co-operation between the Partners for managing the MRMC and the RWHC, which, with other joint working will deliver the JMRMS.
- In determining the viability of, and continuation or otherwise of, any activity or process regard should be given to all implications and amongst other things, the effect of the decision upon the council tax payers of West Sussex as a whole and the impact upon the desire for an integrated waste management approach in delivering the JMRMS. (The purpose of this approach is to ensure that all aspects of the service provision are costed and taken into account when changes in services are being considered)
- Matters requiring decisions where the principles above apply may be referred, by any member of the Inter Authority Strategic Waste Officers Group (SWOG) to the Group and any associated groups for consideration and/or determination.
- When determining matters, regard should be had to the principles of sustainability from both the environmental, political, social and economic perspectives, and the fact that all parties are constrained by finite resources.

4.2. This MoU is a non binding statement of the understanding between the WDA and the WCAs.

4.3. Although not a binding contract, this MoU is intended to provide a measure of reassurance and comfort, not only between the parties, but also between the WDA and its MRM and RWH Contractors.

4.4. This MoU provides a protocol for how the WDA and WCAs will work and communicate with each other to co-ordinate their activities in respect of waste management functions and responsibilities in West Sussex to successfully underpin the operational arrangements with the MRM and RWH Contractors. This is supported by the Communications Matrix and information detailed in Schedule 4.

#### 5. Responsibilities of the Parties

West Sussex County Council shall;

- Carry out its statutory responsibilities, duties and function as defined in S51 of the Environmental Protection Act 1990 and associated legislation.
- Consult with the WCAs on any proposed changes to reception and processing arrangements for wastes and recycling.
- Arrange for the reception of commercial and industrial waste collected by the WCAs or their contractors, subject to the WCAs obtaining the written approval of the WDA prior to entering into arrangements for the collection of commercial and industrial wastes.
- Involve representatives of the relevant WCAs in matters relating to contract management, where such matters relate to the functions and activities of a WCA.
- Make payments to the WCAs for residual waste diversion (as set out in Schedule 6, section x) and a net income payment to WCAs for collected recyclables (as set out in Schedule 6, section x) using approved payment mechanisms.
- Endeavour to give the WCA's 12 months' notice in writing of its intention or any proposal to introduce, change or discontinue any aspect of its current statutory and non-statutory service offering (as detailed in Schedules 1 and 2).
- Work with the WCAs on joint wastes promotion and education exercises subject to the availability of finance on joint promotional activities to raise awareness of integrated waste management in West Sussex (as detailed in Schedule 4).
- Adhere to the agreed MoU Governance arrangements detailed in Schedule 7.

The Boroughs and Districts shall either individually or collectively;

- Carry out its statutory responsibilities, duties and function as defined in S48 of the Environmental Protection Act 1990 (*"Duties of waste collection authorities as respects disposal of waste collected"*) and associated legislation.
- In general deliver all collected wastes and agreed recyclables to reception and processing facilities agreed between the WCAs and the WDA (as detailed in Schedules 1 and 2).
- Consult with the WDA concerning any proposed changes to the collection of wastes or recyclables (as detailed in Schedules 1, 2 and 3).

- Endeavour to give the WDA 12 months' notice in writing of its intention or any proposal to introduce, change or discontinue any aspect of its current statutory and non-statutory service offering (as detailed in Schedules 1 and 2 and 3).
- Collect wastes and recyclables in accordance with the SRPs and shall deliver them to the facility as agreed between the WCAs and the WDA (as detailed in Schedule 1, 2 and 3).
- Ensure that collected wastes and recyclables comply with the input specifications of the respective contracts (as detailed in Schedules 1 and 2).
- Notify the WDA annually as part of the SRP, the tonnage and types of materials expected to qualify for recycling support payments (as detailed in Schedules 3 and 6).
- Prepare a draft five-year Service Requirement Plan (SRP) setting out projected waste arisings, projected recycling tonnages and composting tonnages (as detailed in Schedule 3).
- Update its SRP annually by rolling it forward by one year (as detailed in Schedule 3).
- Work with the WDA on joint wastes promotion and education exercises subject to the availability of finance on joint promotional activities to raise awareness of integrated waste management in West Sussex (as detailed in Schedule 4).
- Adhere to the agreed MoU Governance arrangements detailed in Schedule 7.

## **6. Duration**

- 6.1. The term of the MoU needs to reflect the duration of any associated contractual or strategic arrangements (known to be 25 - 30 years) unless the MoU is terminated or amended by the mutual agreement of all parties and signatories. If the authorities represented in this MoU are subject of any authority reorganisations or statutory change in governance, the commitment shall transfer to any new authority.

## **7. Review Periods**

- 7.1. This MOU, its separate Schedules and all appendices relating to those Schedules shall be reviewed on an annual basis as a minimum.
- 7.2. Each annual review shall be directed by and reported to the SWOG for recording and adoption.

- 7.3. Any change to the MoU, its Schedules and Appendices shall be mutually agreed by all parties prior to its adoption.

## Schedule 1 – Recycling and Waste Handling Contract (Viridor)

### 6. Waste Deliveries

The WDA has a statutory duty to provide sites for the receipt of residual wastes collected by the WCAs. An important concept underlying the MoU is that this be extended to cover recyclable wastes. This arrangement provides a clear focus in operational terms; the WCAs being responsible for collection and the WDA arranging processing and marketing via long term contractual arrangements.

The WCAs shall in general deliver all collected wastes and agreed recyclables to reception / processing facilities agreed between the WCAs and the WDA. Exceptions shall be agreed between the parties and may comprise:

- Any specific materials retained by the WCA (either through their own services or through private contractors) for recycling;
- Any specific materials collected by voluntary, charitable and school groups as part of schemes supported by WCAs or WDA; and
- Home composted material (including material composted as a result of home composting initiatives initiated and or supported by the WCAs or WDA).

Changes to the types and quantities of waste to be excluded under the above provisions shall be implemented via the Service Requirement Planning arrangements.

The WCAs shall consult with the WDA concerning any proposed changes to the collection of wastes or recyclables (e.g. new collection contracts) that could have an impact on this MoU. Similarly, the WDA will consult with the WCAs on any proposed changes to reception and processing arrangements for wastes and recycling.

### 7. Reception of Commercial, Industrial, Clinical Waste and Special / Hazardous Waste for Disposal.

The WDA shall arrange for the reception of commercial and industrial waste collected by the WCAs or their contractors, subject to the WCAs obtaining the written approval of the WDA prior to entering into arrangements for the collection of industrial waste (as required under the EPA).

Under this section, waste generated by the County, District and Borough councils shall be classified as commercial waste.

Commercial and, where agreed in writing, industrial waste collected by the WCAs or their contractors shall be accepted at facilities nominated by the WDA.

The WCAs shall be charged for the disposal costs incurred by the WDA.

The rate for general commercial and industrial waste will be set at the level of the countywide average recycling credit, as defined in section 14.

The WCAs shall give the WDA 12 months notice in writing of its intention or any proposal to discontinue commercial and industrial waste collections (i.e. not individual collections, but the whole service) including privatisation or disposal of these services.

Operational arrangements for the reception of all clinical waste, including routes, will be agreed between the WDA and WCAs. The WDA will meet the full cost of the disposal of clinical waste. Where WCAs refuse collection contractor provide the clinical waste collection service, disposal costs should be charged direct to the WDA by the disposal operator. Where a specialist clinical waste collection contractor is used, the WCA will invoice the WDA for the disposal element of the charge.

Similar arrangements would also apply to the reception of other non-household waste following within the scope of the DBFO Contract.

#### 8. Invoicing Procedure For Commercial and Industrial Waste

The WDA shall issue the WCAs with a monthly VAT invoice for one twelfth of the agreed annual charge based on estimated tonnages supplied by the WCAs via the SRP prior to the start of the financial year. The estimate will be compared to the actual tonnages following the end of the financial year and financial adjustments made as necessary. The actual figures should be fully supported by detailed data and may be audited by the WDA.

#### 9. Contract Management

The WDA shall involve representatives of the relevant WCAs in matters relating to contract management, where such matters relate to the functions and activities of a WCA, including the matters subject to this MoU. Contract management shall be a standing agenda item at SWOG meetings, any meetings of sub groups of the SWOG and implemented as set down in Section x.x.x.

#### 10. Wastes Management Facilities

The WDA shall procure via contractual arrangements the provision of a network of Waste Management facilities as in the MoU.

In the unlikely event that a facility is not provided (e.g. through failure to secure a suitable site or the necessary consents but excluding force majeure) by the contractor or that a facility is not available (e.g. through breakdown or planned maintenance) for the reception of delivery vehicles, the WDA shall reimburse the WCAs' actual additional reasonable and justified costs and / or losses directly attributable to waste haulage in using an alternative facility in accordance with the contingency plan as required under the DBFO contract. Reimbursement of costs shall not apply where alternative facilities are provided within the area of a WCA or within an agreed distance of the boundary of the WCA

Reimbursement of additional costs shall be based upon rates agreed (subject to inflationary increases and changes as a result of new collection arrangements) between the WDA and WCAs prior to the commencement of the DBFO contract.

#### 11. Opening Hours

The WDA shall require that waste management facilities provided through the DBFO contract shall be available as a minimum during the currently available opening times as set down in Appendix x (subject to planning and licence restrictions) for the receipt of authorised waste delivered by the WCA.

The WDA shall also require through its contracts (subject to planning and licence restrictions) that the facilities are available to the WCA for the reception of waste during additional hours at weekends and Bank Holidays (which reflect the historic custom and practice for the WCA) as set out in Appendix x.

Facilities may be made available during further additional hours (subject to planning and licence restrictions) subject to notice provisions and the WCA and WDA equally sharing costs, based on prices submitted by the DBFO contractor.

#### 12. Collection of Recyclables

The WCA shall collect recyclables in accordance with the SRP and shall deliver them to the facility as agreed between the WCAs and the WDA. Any changes in collection system(s) practice, or quantities or types of materials in so far as they affect the input specification referred to in Para 13 shall be agreed with the WDA via the WMLF. The WCA shall meet costs associated with any agreed changes the collection and delivery of materials to the agreed facilities.

The WDA may, after consultation and subsequent agreement with the WCAs, request that the collection of particular recyclables be



terminated/suspended where there is no market for those materials and the situation is unlikely to change for the foreseeable future. In such circumstances, the WCA(s) shall have the option of providing financial support (where available), to allow collections to continue.

In the event that the collection or processing of recyclables becomes unaffordable as a result of external influences beyond the control of the WCA and WDA, the WCA may, after consultation with the WDA via the WMLF, arrange for separate collection to be suspended. In such circumstances the WDA shall have the option of providing financial support (based on a rate per tonne) to allow collections to continue.

### 13. Specifications for Collected Recyclables

The parties recognise that the ability of processing contractors to meet their contractual obligations and produce materials and products of marketable quality can be very dependent on delivered materials meeting minimum quality standards.

Simple specifications for each collected type of shall be agreed between the WDA, DBFO contractor and the WCAs, and specifications are given in Appendix 4 to this MoU. The input specifications shall have regard to practice, costs and experience gained since household collections were introduced in West Sussex and the requirements of the reprocessing markets.

The WCA shall use reasonable endeavours to ensure that collected recyclables comply with the specifications. In circumstances where loads fail to meet the input specification, the WCA shall use reasonable endeavours to ensure that corrective action is taken. If, for any reason, loads repeatedly fail to meet the specification, the WCA and WDA can agree to request that such loads are processed, subject to the WCA agreeing to meet any reasonable additional processing costs involved, at rates submitted by the DBFO contractor. Where this is impracticable, the WCA shall meet any additional costs involved in disposing of the material.

The WCAs shall incorporate the need to comply with the input specifications in any future conditions associated with their collection contracts.

The DBFO contractor shall use all reasonable endeavours to immediately contact the WCA to ensure the WCA is given the opportunity to inspect any rejected loads within an agreed period of time, and to notify the WDA of the event.

### 14. Recycling Credits

Recycling credits will be payable by the WDA to the WCAs for materials retained by the WCAs for recycling, eg through their own glass banks and which is collected by a WCA approved agent, or collected by the

WCA and brought to processing or storage facilities provided through the DBFO. Payments will continue for so long as there is a statutory responsibility on the WDA to pay recycling credits to WCAs. Recycling credits will not apply to waste collected by the DBFO contractor at civic amenity sites.

Recycling credits payable by the WDA to WCAs will be calculated by reference to the countywide average cost, based on the most expensive normal disposal route for each of the seven WCAs.

The aim is to ensure that no WCA receives less in total than prior to the commencement of the DBFO contract or would receive in future without the award of PFI. Where the most expensive normal disposal route for a WCA produces more than would be available under the countywide average calculation, the WCA will have their recycling credits protected by a minimum payment or 'floor'.

The floor will be based on the cash value of recycling credits and any payments for recycled materials in the year prior to the letting of the DBFO contract. This will be increased by estimates agreed with each WCA of the increases in recycling that might have been achieved without the investment included in the PFI. The agreed floors will be increased annually by the RPI increase for September of that year.

The floors will apply until the value of recycling credits under the countywide average, multiplied by actual volumes, exceed the agreed floors. Floors are shown in Appendix 5. Recycling credits will be paid at the countywide average from 1 October 2003. The floor for the period 1 October 2003 to 31 March 2004 will be half of the 2003 04 full year figure shown in Appendix x.

#### 15. Processing, storage and Marketing of Collected Recyclables

The WDA shall, through contractual arrangements, arrange for the processing of collected recyclables, including dry recyclables and green garden waste as set out in the agreed SRP (subject to section 8). It should be noted that biowaste is currently excluded from the DBFO contract.

The WDA shall agree a protocol (Appendix 5) between the DBFO Contractor and jointly with the WCAs for the marketing of recyclables. The protocol includes actions to be followed when no markets are available for recyclables. In assessing the adequacy of proposed arrangements, the aim shall be to seek a balance between maximising waste recovery / recycling, income/cost and the ability to meet market specifications and achieving security and stability of markets

In the event that the processing of collected recyclables becomes unaffordable as a result of external influences beyond the control of the WCAs or WDA (e.g. there being no markets or high costs being incurred in securing outlets for collected recyclables) the WDA may, after

consultation with the WCAs concerning the lack of markets, arrange for processing to be suspended and the materials sent for disposal. Such arrangements shall be agreed by the Contract Liaison Panel.

The WDA shall make available to the WCAs facilities for the reception and storage of collected recyclables, either to be handled through materials recovery or composting facilities provided under the DBFO contract, or to be sent direct to reprocessors / end markets. The sites and materials handled shall be set out in the relevant schedule of the contract.

A WCA shall be able to compensate the DBFO contractor or the WDA where it has decided to make alternative collection arrangements to those stated on the SRP. This would only apply to the under utilisation of infrastructure as a result of the WCA's decision. The WCA may make other alternatives marketing arrangements if agreed under the Marketing Protocol. A WCA may, at its discretion, make other arrangements that are not included in the SRP and bear all the consequential costs of those arrangements.

The marketing and sale of collected recyclables is a key issue given that the major investment in collection and processing systems would be negated if secure markets are not available for the recovered materials. This is likely to become an increasing issue over time with the pressure on local authorities nationally to increase recycling against a background of finite markets. In such circumstances those organisations able to guarantee high quality standards and offer significant volumes of materials are likely to benefit, as are those able to access wider marketing networks, for example in relation to exports. The private sector is likely to be best placed to secure the best arrangements in such circumstances.

The full WDA share of income from sales of recycled materials, after deduction of contractors fees, will be payable to WCAs. Details are shown in 16 below. These arrangements will be covered under the terms of a separate legally binding agreement between the WDA, WCAs and the DBFO contractor.

#### 16. Summary of payments by the WDA to WCAs

WCAs will receive payment of recycling credits (as set out in section x) and a net payment for collected recyclables (as set out in section x) based on the following formula:

$$P = RC +/- MP$$

Where

P = total payment by WDA to WCA  
(P will not be less than the agreed payment floor)

RC= recycling credits

MP = materials payment (or charge where negative)

$$MP = (I - CF)$$

Where  $I$  = WDA share of income from sale of collected recyclables

$CF$  = fees paid by WDA to contractor

$$I = \% (S)$$

Where  $S$  = sales income from marketed materials

$\%$  = 90% for material processed through bulking facilities

$\%$  = 50% for material processed through MRFs and composting facilities

I will not fall below £22.50 for dry recyclables processed through bulking facilities, or a price as amended by the terms of the contract.

I will not fall below £12.50 for dry recyclables processed through MRFs or composting facilities, or a price as amended by the terms of the contract.

WCAs will notify the WDA annually as part of the SRP, the tonnage and types of materials expected to qualify for recycling credits. The WDA will pay recycling credits monthly, based on data provided by the DBFO contractor for materials recycled under the terms of the contract.

Payments for collected recyclables will be made by the WDA to the WCAs monthly, based on actual tonnages recycled. If as a result of market conditions the associated costs exceed the sales income, the WDA will deduct the charge from the recycling credit payment.

WCAs will invoice the WDA monthly for recycling credits for any recyclables sold for processing that were collected through any of the WCA's own contractual arrangements outside of the DBFO. The figures should be fully supported by detailed data and may be audited by the WDA.

#### 19. Waste transfer, Bulking and Household Waste Recycling Sites (HWRS)

The WDA will provide a network of Waste Transfer and Bulking Facilities and Household Waste Recycling Sites across the area of the WDA in accordance with Section 51 (2) of the Environmental Protection Act 1990. These facilities are primarily for the receipt of household waste not collected by the refuse collection service (i.e. bulky items and garden waste).

The WDA will seek as far as practicable to achieve integration of the HWRS service with special household collections provided by the WCA. In particular, the WDA will maximise opportunities for the processing of special household collections via the HWRS service in order to maximise the recycling of such wastes.

## Schedule 2 - Materials Resource Management Contract (Biffa)

### 8. Waste Deliveries

- 8.1. The WDA has a statutory duty to provide sites for the receipt of wastes collected by the WCAs. Where the WDA directs any WCA that any waste shall be delivered and deposited at a location outside the WCA area, then the WDA shall reimburse the actual additional reasonable and justified costs and or losses directly attributable to waste haulage in using an alternative facility identified by any individual WCA. Any payments will be calculated in line with the agreed Tipping Away Protocol developed as part of the RWHC MoU.
- 8.2. The WCAs shall in general deliver all collected wastes to reception / processing facilities agreed between the WCAs and the WDA.
- 8.3. The WCAs shall consult with the WDA concerning any proposed changes to the collection of wastes that could have an impact on this MoU. Similarly, the WDA will consult with the WCAs on any proposed changes to reception and processing arrangements for wastes.
- 8.4. In the event that the WDA or WCAs (subject to a business case that will include input specifications for materials) requires the MRM Contractor to make available bulking facilities for either recyclables or green waste (not both) the WDA will require the MRM Contractor to do so.
- 8.5. Any deliveries of waste to the MRMC facility shall meet the specifications as per Appendix x.

### 9. Reception of Commercial, Industrial, Clinical, and Special / Hazardous Waste for Disposal.

- 9.1. Subject to an acceptable business case (which shall include issues relating to contract change and the ability to obtain regulatory consents) the WDA shall arrange for the reception of commercial and industrial waste collected by the WCAs or their contractors, subject to the WCAs obtaining the written approval of the WDA prior to entering into arrangements for the collection of industrial waste (as required under the EPA).
- 9.2. Under this section, waste generated by the WDA and WCAs from their own land, premises or administrative operations shall be classified as commercial waste.
- 9.3. Commercial and, where agreed in writing, industrial waste collected by the WCAs or their contractors shall be accepted at facilities nominated by the WDA. The WCAs shall be charged for the disposal costs incurred by the WDA.

- 9.4. The WCAs shall give the WDA 12 months notice in writing of its intention or any proposal to discontinue commercial and industrial waste collections (i.e. not individual collections, but the whole service) including privatisation or disposal of these services.
- 9.5. The WCAs and WDA will jointly manage the clinical waste collection and disposal service in accordance with any contract let by the WDA.
- 9.6. Invoicing arrangements for these materials will be in line with those arrangements in place under the RWHC.

## **10. Contract Management**

- 10.1. The WDA shall involve representatives of the relevant WCAs in matters relating to contract management, specifically where such matters relate to the functions and activities of a WCA, including the matters subject to this MoU but shall also seek views and comments in relation to the contract as a whole. Contract management shall be a standing agenda item at the SWOG meetings, any meetings of associated groups of the SWOG and implemented as set down in Section x.x.
- 10.2. As part of the ongoing co-operation and participation of the WCAs in the operation of the waste management services under the MRM and RWH Contracts, the Strategic Waste Officers Group will, from time to time, nominate members of the WCAs to sit on the MRM Liaison Panel which is to be established under the terms of the MRM Contract. The role of the MRM Liaison Panel will be to provide a forum for joint strategic discussion between the Authority, the WCAs and the Contractor, in respect of the contract operations. It will review and propose changes to the service specification and method of operation of the MRM Contract, to take account of changing market conditions and practices, where appropriate, and provide a means of dispute resolution, if required.

## **11. Wastes Management Facilities**

- 11.1. The WDA shall procure via contractual arrangements the provision of Waste Management facilities to be detailed in this MoU.
- 11.2. In the unlikely event that a facility is not provided (e.g. through failure to secure a suitable site or the necessary consents but excluding force majeure) by the Contractor or that a facility is not available (e.g. through breakdown or planned maintenance) for the reception of delivery vehicles, the WDA shall reimburse the actual additional reasonable and justified costs and / or losses directly attributable to waste haulage in using an alternative facility in accordance with the contingency plan as required under the MRM Contract. Reimbursement of costs shall not apply where alternative facilities are provided within the area of a WCA or within an agreed distance of the boundary of the

WCA. Any payment made will be in line with the Tipping Away Protocol developed as part of the RWHC MoU.

11.3. Reimbursement of additional costs shall be based upon rates agreed (subject to inflationary increases and changes as a result of new collection arrangements) between the WDA and WCAs.

**12. Opening Hours [Subject to Planning Permission]**

12.1. In normal operation, the only Partners to deliver directly to the MRMC facility will be Crawley Borough and Horsham District Councils. The WDA shall require that waste management facilities provided through the MRM Contract at Brookhurst Wood Landfill shall be available as a minimum during the currently available opening times as shown below :-

Opening Times		
	1 April – 30 Sept	1 Oct – 31 March
Mon to Fri	9am – 5pm	9am – 5pm
Saturday	8:30am – 11am	8:30am – 11am
Bank Holiday	Closed	Closed

or as required for the operational requirements of the local authorities (subject to planning and licence restrictions) for the receipt of authorised waste delivered by the WCA.

12.2. The WDA shall also require through the MRMC (subject to planning and licence restrictions) that the facilities are available to the WCA for the reception of waste during additional hours at weekends and Bank Holidays (which reflect the historic custom and practice for the WCA).

12.3. Facilities may be made available during further additional hours (subject to planning and licence restrictions) subject to notice provisions and the WCA and WDA equally sharing costs, based on prices submitted by the MRM Contractor.

**13. Recovered Resources**

13.1. Recovered resources arise where WCAs collect or carry out preliminary processing at their own cost, and those that the MRM Contractor recovers from the residual waste via the use of processing at a cost to the WDA.

13.2. Where the WCA delivers residual waste, and resource is recovered via the MRM Contract processes, no revenue return will be made to the

WCAs, unless there is agreement in future that WCAs process waste in some way (for example to enhance the materials presented to MRM contractor (such as to improve the cleanliness of green waste or improve calorific value) and where this creates a net market value over and above untreated residual materials then WCAs should share in benefit. Such agreement shall be subject to an acceptable business case.

13.3. It is noted that the WCAs have agreed that no separate kerbside collection of bio waste will be undertaken under the current arrangements as it would require a Contract Change. Future arrangements do not rule out changes to operations and material streams. However, such changes would require modifications to the proposed technologies and Change Procedures and therefore be subject to an acceptable business case.

13.4. Any business case shall include whether payments should be made by or to the WDA, and if so the formula to be used. It is recognised that any agreement may impact on recycling credits and recycling floors which will need to be reviewed as part of any such agreement.

#### **14. Recycling Credits**

14.1. Recycling Credits will not be paid to WCAs under the MRMC arrangements.

#### **15. Processing, Storage and Marketing of Recovered Resources**

15.1. The WDA shall, through the MRM Contractual arrangements, arrange for the processing and or treatment of waste to recover resource such as heat, power, and residual recyclables.

15.2. In line with the spirit of Partnership arrangements, The WDA shall agree a protocol (Appendix 6) between the MRM Contractor and jointly with the WCAs for the marketing of recovered resources.

15.3. In the event that the processing of recovered resources becomes unaffordable as a result of external influences beyond the control of the Partners (e.g. there being no markets or high costs being incurred in securing outlets for recovered resources) the WDA may, after consultation with the WCAs concerning the lack of markets, arrange for recovery to be suspended. The Contract Liaison Panel shall agree such arrangements.

#### **16. Promotional Activities**

16.1. The WDA and the WCAs shall work together on joint wastes promotion and education exercises subject to the availability of finance on joint promotional activities to raise awareness of integrated waste management in West Sussex as detailed in Schedule 4.



16.2. It is noted that the WDA intends to utilise the services of Better Tomorrows to deliver key waste educations and awareness messages and promotional activity in relation to MRMC and RWHC.

List of Appendices relating to Schedule 2

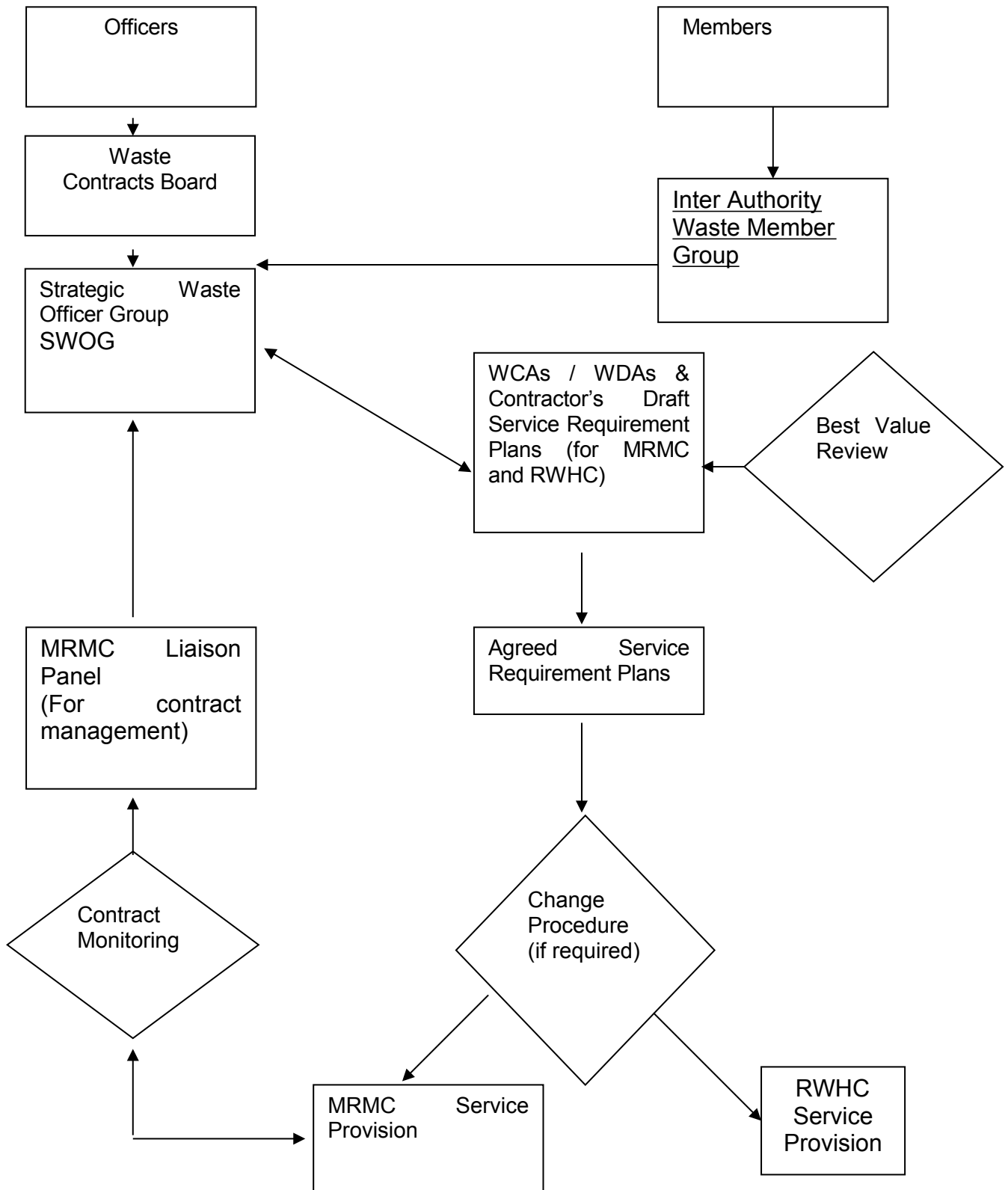
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Appendix 2	Service Requirement Mechanism	Planning
Appendix 3	Removed	
Appendix 4	Input specification for delivered to MRMC facilities	wastes
Appendix 5	Marketing protocol	

## Glossary

HWRC	Household Waste Recycling Centre Provided by the WDA
MRMC	the Materials Resource Management Contract
EPA	Environmental Protection Act 1990
MoU	Memorandum of Understanding
MRF	Material Recovery Facilities
JMRMS	Joint Materials Resource Management Strategy (for West Sussex)
PFI	Private Finance Initiative
RC	Recycling Credits – as defined by Section 52 of the EPA: Where a person other than a WCA for the purpose of recycling and composting it, collects wastes arising in the area of a WDA which would fail to be collected under Section 45, the WDA may make to that person payments in respect of the wastes they collected of such amounts representing its net saving of expenditure on the disposal of the waste as the Authority determines.
RWHC	the Recycling Waste Handling Contract
SRP	Service Requirement Plan
WCA	Waste Collection Authority - The Districts and Borough Councils of West Sussex carrying out their duties in pursuance of Section 48 of the EPA.
WDA	Waste Disposal Authority – The West Sussex County Council carrying out its duties in pursuance of Section 51 of the EPA.
SWOG	Strategic Waste Officers Group

# Appendix 1

## MRMC – COMMUNICATIONS DIAGRAM



## Appendix 2

### Service Requirement Planning Mechanism

Proposed sequence of planning and providing the information required for service and delivery planning

Each Partner will produce an auditable annual service plan which can be agreed by the signatories as an accurate estimate of waste arisings (for the avoidance of duplication, the annual service plan will combine the requirements for both the MRMC and RWHC).

Each plan developed by the parties will be for a period of 5 years in accordance with Section **Error! Reference source not found.** of this MoU (and Section x of the RWHC Mou). The service plan mechanism for updating these figures is set down below and will be done annually to ensure that the figures given to the MRM Contractor are accurate.

In agreeing final SRPs, each authority shall, amongst other things, take into account the variation between projected and previous tonnages, physical capacities and constraints (e.g. opening hours) on processing facilities, costs associated with processing additional quantities/materials and the lead in time associated with providing/modifying the necessary facilities. In considering the overall impact of any WCA aspirations as set out in its SRP, account should be taken of the cumulative impact of the SRPs of other WCAs considered both on a local and countywide basis. The WCA and the WDA shall have regard to the advice of the SWOG in resolving any conflicts between WCA SRPs, including the utilisation of available processing capacities.

Month/period	Actions
June	WCAs submit outline wish lists / proposals to WDA. WDA to discuss proposals with WCAs and MRM Contractor and "Change Procedure" instigated by WDA.
August	Proposals to be implemented in order of agreed priority by SWOG which will confirm schemes to be priced by the MRM Contractor.
September	Schemes priced (where relevant) by the MRM Contractor and programme of works and costs submitted to WDA.
October	Schemes discussed with WCAs at SWOG together with cost and programme details of schemes in principle. Decision made on which schemes to implement.
November/ December	Funding proposals approved by Local Authorities (where applicable) and budgets agreed.

January/  
February            WDA implements programme of change, via change procedure.

April                Commencement of the new programme and changes for the new financial year.

Note:            (1) schemes may span more than one financial year to implement

(2) some schemes may be minor and could (if agreed by the Contractor) be implemented via Contract review meetings

(3) some major schemes may require urgent implementation that can be actioned without the need to comply with the SRP if it has the agreement of the SWOG

## Appendix 4

Detail - This specification will relate to the type and composition of waste delivered but not the volume of waste.

The Input Specification will be reviewed annually and amended from time to time by agreement of the WCAs, the WDA and the MRM Contractor.

This may include

1. Input specification for dry recyclables which shall be bulked and forwarded either to a MRF or other recycling process as directed by the WDA.
2. Separately collected bio waste which shall be either treated by MRM Contractor or directed to alternative treatment processes by the WDA.

Where input specifications for specific categories of waste (such as dry recyclables or separately collected bio waste) are agreed and the composition of waste delivered by the WCAs deviates materially from this specification, the WDA may be required to adjust the payment to the MRM Contractor to take account of any increase or decrease in costs which the Contractor incurs as a result.

The responsibility for meeting any resultant increase in the payment to the MRM Contractor shall be subject to discussion and agreement through SWOG.

## APPENDIX 5

### Marketing and Sale of Residual Recyclables

1. This Appendix sets out the principles under which the Council (as WDA) shall market residual recyclables and is included in this MoU in the spirit of joint working.
2. These provisions shall relate to the following materials handled under the MRM Contract (it is noted that the MRM Contractor may not have the ability to charge for marketing arrangements for agreements inferred prior to the award of the MRM Contract) and which satisfy the relevant input specifications referred to in the MoU:
  - Recyclables which require processing and sorting through a Materials Recovery Facility (MRF) (or similar facility) to achieve separation into their constituent types prior to their dispatch for recycling and composting.
  - Compost produced from the processing of wastes delivered by WCAs to facilities provided by the MRM Contractor to produce compost.
  - For discussion - Under the MRMC is it possible to compost?
3. The WDA shall arrange under the MRM Contract for the MRM Contractor to be responsible for the marketing and sale of residual recyclables. The Contractor's costs, including administrative costs, arising from marketing and sale activities shall be met by the WDA as part of the overall MRM Contract costs.
4. The MRM Contractor is required to undertake marketing and sale activities in consultation with the WDA and the Contract Liaison Panel. The issues on which the WDA shall have powers of decision and direction include the following:
  - Giving prior approval to the terms of sale of materials and/or products and the terms of contractual arrangements for the same, including quality specifications.
  - Direction in the use of local markets in preference to an alternative more financially lucrative distant market. In such circumstances, the Contractor shall be reimbursed for any net losses arising from the use of local markets.
  - Releasing the Contractor from his obligation to market and sell recyclables, for example where no viable market exists.



- Directing the transport and storage of recyclables at third party sites for specified times where no viable markets exist and no storage capacity is available at the Contractor's sites. In such circumstances, the Contractor shall be reimbursed for the costs incurred.
5. In the interests of openness and joint working the WDA shall consult the WCAs via the SWOG nominated officers to form part of the Contract Liaison Panel in exercising its powers under Para 3 above. In such deliberations the aim shall be to achieve 'best value' in the overall interests of the community at large and the overall objective of sustainability. The aim shall be to reach a consensus view as to the option(s) to be pursued having particular regard to the financial implications and affordability, both direct and indirect, of the preferred course of action. In this respect, regard will be had to any financial support forthcoming from the WCAs to support particular options. However it is noted that the decisions made in relation to the MRMC contract remain solely with the WDA
  6. The Contract Liaison Panel (or an appropriate sub-group of the SWOG) shall be established involving representatives of the WDA, WCAs and the MRM Contractor to consider marketing and sale issues. The Panel (or Group) shall make recommendations to the SWOG as appropriate. The Panel (or Group) shall consider marketing and sale issues arising in a timely manner such that decisions and directions can be issued to the MRM Contractor in accordance with the contract requirements.
  7. Notwithstanding the above, the Council (as WDA) reserves the right to issue directions to the MRM Contractor over the marketing and sale of recyclables without agreement of the WCAs where this is necessary to comply with its contractual obligations under the MRM Contract and/or where there is no consensus agreement on a preferred solution.

### Schedule 3 – Service Requirement Plans (SRP)

An important feature of more integrated working between the WCAs and the WDA is the need for shared planning and decision making and the need for effective communication to agree and co-ordinate joint activities. For example, the expansion of WCA recycling must be matched to the provision and availability of MRF capacity. Similarly the design and layout of all work and recyclable reception arrangements must take into account decisions of the WCAs. A formalised approach to forward planning is therefore vital and the key stages of the process are outlined in Appendix x.

Each WCA shall prepare a draft five-year Service Requirement Plan (SRP) setting out projected waste arisings, projected recycling tonnages, composting tonnages, etc in a format agreed jointly by all signatories. The parties to this MOU recognise that the provision of infrastructure

under the contract will depend upon the agreement and delivery of the SRP.

Aspirations in each draft SRP shall be subject to discussion and agreement between the WDA and each WCA in consultation with the Contractor. In agreeing final SRPs, each authority shall, amongst other things, take into account the variation between projected and previous tonnages, physical capacities and constraints (e.g. opening hours) on processing facilities, costs associated with processing additional quantities/materials and the lead in time associated with providing/modifying the necessary facilities. In considering the overall impact of any WCA's aspirations as set out in its SRP, account should be taken of the cumulative impact of the SRPs of other WCAs considered both on a local and countywide basis. The WCA and the WDA shall have regard to the advice of the WMLF in resolving any conflicts between WCA SRPs, including the utilisation of available processing capacities, e.g. for recyclables.

The WDA and the WCAs shall use their reasonable endeavours, to ensure that the objectives and targets of the County-wide MWMS and any Statutory Performance standards are collectively met having regard to the availability of finance, practical considerations and the guiding principles set out in Section x, to ensure that the aspirations of SRPs are achieved.

Each WCA shall update its SRP annually by rolling it forward by one year. This shall be completed in accordance with a programme to be set out in this MoU.

All current reporting and recording mechanisms to be detailed here

Schedule 4 – Waste communication, education and minimisation activities.

The WDA and the WCAs shall work together on joint wastes promotion and education exercises subject to the availability of finance on joint promotional activities to raise awareness of integrated waste management in West Sussex.

All current work areas and reporting/recording mechanisms to be detailed here

Schedule 5 – Other waste contracts relating to the partnership.

Abandoned Vehicles

Clinical Waste Disposal Contract

Closed Landfill Site Management and Restoration Contracts

If the WDA and WCAs agree contractual arrangements that involve the major contracts, the WCAs shall continue to discharge the WDA's responsibilities until other long term arrangements have been agreed and secured for the storage and / or disposal of abandoned vehicles in accordance with the principles set out in Appendix x. The details and financial arrangements shall be agreed between the authorities.

All current contracts relating to the WDA and WCA's including any reporting/recording mechanisms to be detailed here

Schedule 6 – Financial information and processes.

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# 1 . Introduction

## The Authority's Monitoring Report

**1.1** The Authority's Monitoring Report (AMR) is prepared annually by the Council and provides information and data relating to the performance, implementation and effects of the Local Plan.

**1.2** This report covers the period **1 April 2014 to 31 March 2015**. Significant events occurring since 31 March 2015 are also noted.

**1.3** The AMR includes:

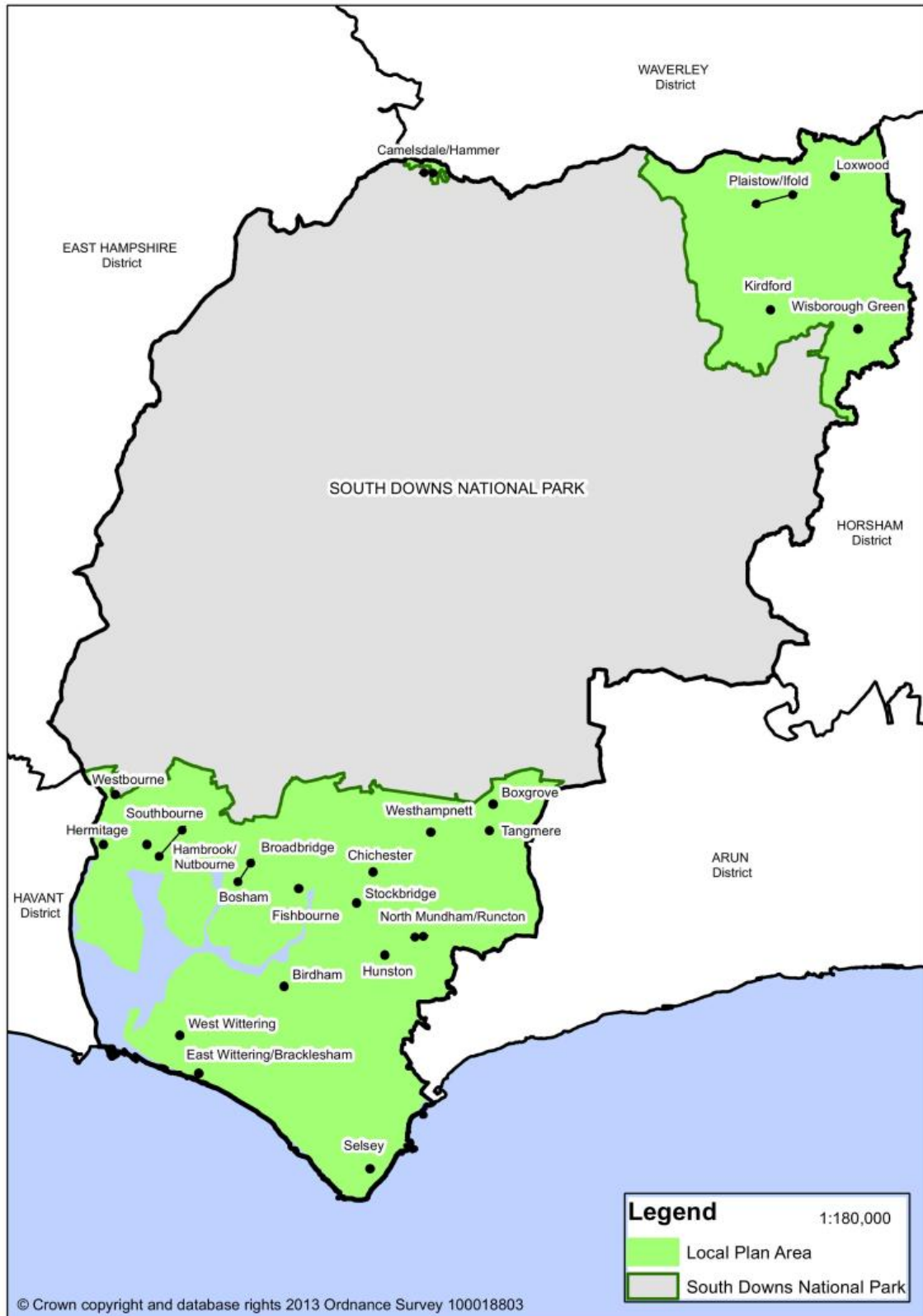
- A description of the current planning context;
- Progress made on the preparation of the Chichester Local Plan and changes to the Local Development Scheme; and
- An assessment of planning policy performance based on output indicators.

**1.4** When monitoring policy performance, this report continues to use the same output indicators used in earlier AMRs. A revised monitoring framework has been included in the Chichester Local Plan: Key Policies 2014-2029, which sets indicators and targets related to the strategic objectives in the new Plan. However, the Local Plan: Key Policies was formally adopted in July 2015 after the end of the 2014-2015 monitoring period. Therefore, the new monitoring indicators are not used in this report, but will form the basis for monitoring policy performance in future years.

**1.5** On 1 April 2011, the South Downs National Park Authority (SDNPA) became the local planning authority for the South Downs National Park area, which covers a large area in the north of Chichester District. **This AMR covers the Chichester Local Plan area only and does not cover the part of the District covered by the National Park.** Map 1.1 shows the sub-division of the District between the Chichester Local Plan area and the South Downs National Park.

*Note: For two performance indicators in the 'Environment' section of the AMR, the data presented relates to the whole of Chichester District (including the National Park) rather than the Chichester Local Plan area. This is highlighted in the relevant text.*

Map 1.1 Chichester District - showing extent of Local Plan Area and South Downs National Park



## 2 . Planning Context

### National Planning Policy Framework

**2.1** The National Planning Policy Framework (NPPF) was published in March 2012 and sets out consolidated national planning policy that must be considered when planning for new development. In 2014, the Government published Planning Practice Guidance (PPG) to support the NPPF.

**2.2** The NPPF and other national planning guidance can be found on the Communities and Local Government website at <http://planningguidance.planningportal.gov.uk/blog/policy/>

**2.3** The Local Plan and other development plan documents must be consistent with the principles and policies set out in the NPPF.

### Chichester District Sustainable Community Strategy

**2.4** The Sustainable Community Strategy, '[Chichester District: A Very Special Place](#)', was published in April 2009. The Strategy sets out the vision and objectives to plan for the future of the District from 2009-2026. The Sustainable Community Strategy priorities are to improve outcomes for:

- The Economy
- The Environment
- Health and Wellbeing
- Housing and Neighbourhoods
- Transport and Access
- People and Places

**2.5** Although the Sustainable Community Strategy is now several years old, the identified priorities above have informed the preparation of the Chichester Local Plan, which provides one of the primary means of delivering the spatial elements of the Community Strategy.

### Duty to Co-operate

**2.6** The Localism Act 2011 sets out a 'Duty to Co-operate', which applies to all Local Planning Authorities, County Councils, National Park Authorities and a number of public bodies including the Environment Agency and Highways England.

**2.7** The Duty to Co-operate requires councils and public bodies to "engage constructively, actively and on an ongoing basis" to develop strategic policies. It relates to sustainable development or use of land that would have a significant impact on at least two local planning areas or on a planning matter that falls within the remit of a county council.

**2.8** During preparation of the Chichester Local Plan: Key Policies 2014-2029, the Council engaged extensively with West Sussex County Council, South Downs National Park Authority, neighbouring local authorities, statutory bodies including the Environment Agency, Natural England and Highways England, and key infrastructure providers. Full details are provided in the Council's [Duty to Cooperate Statement \(May 2014\)](#) and the accompanying [October 2014 Addendum](#).

**2.9** The Council is continuing to work closely with relevant agencies in preparation of other Local Plan documents (see Section 3).

### **Strategic Planning in Coastal West Sussex and Greater Brighton**

**2.10** The Council is a member of the Strategic Planning Board (SPB) for the Coastal West Sussex and Greater Brighton area. The SPB comprises lead councillors from the district councils of Adur, Arun, Chichester, Worthing, Mid Sussex, Horsham and Lewes, together with Brighton & Hove City Council, West Sussex County Council and the South Downs National Park.

**2.11** The Board is an advisory body with the following remit:

- To identify and manage spatial planning issues that impact on more than one local planning area across the Coastal West Sussex and Greater Brighton area; and
- To support better integration and alignment of strategic spatial and investment priorities in the Coastal West Sussex and Greater Brighton area.

**2.12** The Board has signed a Memorandum of Understanding and agreed Terms of Reference which has established a framework for co-operation.

**2.13** In October 2013, the SPB published a Local Strategic Statement (LSS) which is the main vehicle for taking forward the Board's work on behalf of the individual Local Planning Authorities. The LSS sets out the long term Strategic Objectives for the period 2013-2031 and the Spatial Priorities for delivering these in the short to medium term (2013-2020) to support regeneration, providing jobs and homes that are needed for residents and businesses, whilst at the same time, protecting the high quality environment that provides the essential foundations for sustainable growth.

**2.14** Work is currently underway to prepare a 'refresh' of the LSS to reflect the progression of local plans, the Greater Brighton City Deal, and the fact that the strategic geography covered by the SPB has been expanded to include the districts of Horsham and Mid Sussex.

**2.15** Further information about the LSS is provided on the Coastal West Sussex webpages under [Coastal West Sussex and Greater Brighton Strategic Planning Board](#).



## 3 . Local Plan Progress

### Local Plan Progress

**3.1** This section provides a summary of work undertaken in the Chichester Local Plan area towards preparation of development plans and other related planning policy documents.

**3.2** Since the creation of the South Downs National Park on 1 April 2011, Chichester District Council remains the local planning authority for Chichester District outside the National Park (referred to as the "Chichester Local Plan area"). The South Downs National Park Authority is preparing its own separate local plan which will cover the parts of the District within the National Park boundary.

**3.3** The Local Plan includes the Chichester Local Plan: Key Policies 2014-2029 which has now been formally adopted by the Council, along with other plan documents and guidance currently in preparation. Details of these documents are provided below.

#### Chichester Local Plan: Key Policies 2014-2029

**3.4** The Chichester Local Plan: Key Policies 2014-2029 was formally adopted by the Council on 14 July 2015 and now forms part of the statutory development plan for the District outside the National Park. The new Plan provides the broad strategy and planning policy framework to manage development, protect the environment, deliver infrastructure and promote sustainable communities.

**3.5** The Chichester Local Plan: Key Policies document was submitted for examination in May 2014. Examination hearings were held in the period from September to December 2014, following which the Council undertook public consultation on Proposed Modifications to the Plan in January-February 2015.

**3.6** The Local Plan Inspector's Report, published in May 2015, found the Plan 'sound' subject to a number of modifications. These included a Council commitment to undertake an early review of the Plan to aim to ensure that objectively assessed housing needs for the Local Plan area are met in full. The Local Plan review will enable full and detailed consideration of the potential offered through proposed Government funding for upgrading of the A27.

#### Local Plan documents in preparation - the Local Development Scheme

**3.7** The Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011) requires Local Planning Authorities to prepare, maintain and publish a Local Development Scheme (LDS). The LDS identifies which Local Development Documents are to be prepared for the Plan area within a rolling three year time frame, including setting out the key production and public consultation stages.

**3.8** The most recent LDS dated July 2015 sets out the Council's intended timetable for documents associated with the Local Plan over the period to 2018. It replaces the version published in May 2014, and can be viewed on the Council's website under [Timetable - Local Development Scheme](#).

**3.9** Details and timetables for the documents included in the LDS are presented below.

### Site Allocation Development Plan Document (DPD)

**3.10** The Site Allocation DPD will identify non-strategic sites for housing, employment and other development requirements in conformity with the Chichester Local Plan: Key Policies 2014-2029. It will cover those parts of the Plan area where local communities have not chosen to identify sites through neighbourhood plans over the lifetime of the Plan.

**Table 3.1 Site Allocation DPD timetable as set out in the July 2015 LDS**

Date	Milestones
December 2015	Approval of Preferred Approach DPD for consultation
January 2016	Public consultation on Preferred Approach (Reg 18)
May 2016	Statutory Publication Pre-submission (Reg 19)
September 2016	Submission to the Secretary of State
January 2017	Examination
May 2017	Estimated date for Adoption

### Gypsy, Traveller and Travelling Showpeople Site Allocation Development Plan Document (DPD)

**3.11** Policy 36 in the Chichester Local Plan: Key Policies 2014-2029 identifies the number of pitches and plots for gypsies, travellers and travelling showpeople which are required in the Plan area by 2027. This was informed by the need identified in the the Gypsy, Travellers and Travelling Showpeople Accommodation Assessment 2013. The Gypsy, Traveller and Travelling Showpeople Site Allocation DPD will allocate sufficient sites to satisfy the local need for accommodation.

**Table 3.2 Gypsy, Traveller and Travelling Showpeople Site Allocation DPD timetable as set out in the July 2015 LDS**

Date	Milestones
December 2015	Approval of Preferred Approach DPD for consultation
January 2016	Public consultation on Preferred Approach (Reg 18)
May 2016	Statutory Publication Pre-submission (Reg
September 2016	Submission to the Secretary of State
January 2017	Examination
May 2017	Estimated date for adoption

## 3 . Local Plan Progress

**3.12** Since the publication of the LDS, the Council has agreed to pause production of the Gypsy, Traveller and Travelling Showpeople Site Allocation DPD. This is due to additional background work required following changes to the Government guidance in Planning Policy for Travellers (PPTS) which were published on 31 August 2015. These revisions amended the planning definition of travellers to limit it to those who have a nomadic habit of life, meaning that where someone has given up travelling permanently they should be treated no differently from the settled population.

### **Water Resources and Water Management Supplementary Planning Document (SPD)**

**3.13** The Water Resources and Water Management SPD will provide supplementary guidance to enable the proper management of water resources and ensure that the increased demand resulting from development proposed in the Chichester Local Plan can be delivered sustainably and in a timely manner.

**Table 3.3 Water Resources and Water Management SPD timetable as set out in the LDS**

Date	Milestones
February / March 2016	Approval of SPD document for consultation
March 2016	Public consultation on SPD (Reg 12)
September 2016	Approval of document for adoption
September 2016	Estimated date for Adoption

### **Chichester Harbour Policies Supplementary Planning Document (SPD)**

**3.14** The Chichester Harbour Conservancy is a statutory planning consultee. The Conservancy has an established Planning Committee which examines planning applications within or adjacent to the Area of Outstanding Natural Beauty (AONB) on a regular basis and is informed by policies within the Chichester Harbour AONB Management Plan 2014-2029. The SPD seek will provide planning guidance to ensure that a balance is achieved between the protection of the landscape, nature conservation and recreation interests and support for the local economy and the need for growth and development.

**Table 3.4 Chichester Harbour Policies SPD timetable as set out in the LDS**

Date	Milestones
February / March 2016	Approval of SPD document for consultation
March 2016	Public consultation on SPD (Reg 12)
September 2016	Approval of document for adoption
September 2016	Estimated date for adoption

### Community Infrastructure Levy (CIL) Charging Schedule

### Planning Obligations & Affordable Housing Supplementary Planning Document (SPD)

**3.15** Further details and timetables for adoption of these documents are presented in the 'Infrastructure Planning' section below.

### Other Policy Guidance

**3.16** The Chichester Local Plan: Key Policies 2014-2029 is supported by several other policy guidance documents. These can be viewed on the Council's website under [Policy Guidance](#).

**3.17** The Interim Statement on Affordable Housing was withdrawn upon adoption of the Chichester Local Plan: Key Policies 2014-2029 and the Interim Statement on Development and Disturbance of Birds in Special Protection Areas and Identified Compensatory Habitats will be withdrawn upon adoption of the Planning Obligations and Affordable Housing SPD (see the 'Infrastructure Planning' section below).

### Other Documents

#### Policies Map

**3.18** The Policies Map identifies policy designations, proposals and sites allocated for particular land uses. The Policies Map will be updated when the following documents are adopted:

- Site Allocation DPD
- Gypsy, Traveller and Travelling Showpeople Site Allocation DPD
- West Sussex Minerals DPD
- West Sussex Waste DPD

### Sustainability Appraisal incorporating Strategic Environmental Assessment

**3.19** A Sustainability Appraisal (incorporating Strategic Environmental Assessment) will be undertaken for all Development Plan Documents, and where required for Supplementary Planning Documents. This will ensure that the social, economic and environmental effects of policies are understood and fully taken into consideration. This is particularly important in the appraisal of reasonable options. A Sustainability Appraisal report will accompany each published stage of a Development Plan Document, including the final Submission version.

### Appropriate Assessment

**3.20** An Appropriate Assessment will also be prepared at each published stage of a Development Plan, to show whether the policies will have a significant effect on sites subject to the constraints of the Habitats Regulation Assessment of European Importance.

## 3 . Local Plan Progress

### Neighbourhood Planning

**3.21** The Localism Act 2011 introduced Neighbourhood Planning as a new way for communities to decide the future of their areas.

**3.22** Neighbourhood Plans can be produced by town or parish councils in consultation with their communities, but must conform with the NPPF and local planning policy. Neighbourhood plans can include planning policies and allocations of land for different uses.

**3.23** Preparation of a neighbourhood plan initially requires designation of a neighbourhood plan area, followed by stages of evidence gathering and local community consultation. The draft neighbourhood plan is then submitted to the Council for formal consultation and then submitted for independent examination. If the examiner recommends the Plan should proceed to referendum, the community will then vote in a referendum on the neighbourhood plan. If adopted, decisions on future planning applications must take the neighbourhood plan into account.

**3.24** Further information on neighbourhood planning in the Chichester Local Plan area is provided on the Council's website under [Neighbourhood Planning](#).

### Neighbourhood Plan Area Designation

**3.25** The first stage in the neighbourhood planning process requires a town or parish council to submit to the local planning authority an application for the designation of the area to be covered by the neighbourhood plan. At 1 April 2015, a total of 21 parishes within, or partly within, the Chichester Local Plan area were subject to Neighbourhood Plan Area Designations. No further areas were designated during the year 2014/15.

### Progress of Neighbourhood Plans

**3.26** Table 3.5 shows the progress of Neighbourhood Plans by parish in the period up to 30 November 2015. Not all Plans have progressed during the monitoring period. More detailed information of individual neighbourhood plans can be found on the Council's [Neighbourhood Planning](#) webpage.

**Table 3.5 Progress of Neighbourhood Plans by Parish up to 30 November 2015**

Parish Council	Action
Birdham	Pre-submission Consultation - 9 June - 21 July 2014 Submission Consultation 11 December 2014 – 12 February 2015 Examiner's report published November 2015
Bosham	Pre-submission Consultation - 12 November - 31 December 2014 Submission Consultation 27 August – 9 October 2015

### 3 . Local Plan Progress

Parish Council	Action
	Examination underway.
Chidham and Hambrook	Pre-submission Consultation - 26 July - 8 September 2014 Submission Consultation 27 August – 9 October 2015 Examination underway
Fishbourne	Examiner's report published October 2015
Kirdford	Neighbourhood plan 'made' 22 July 2014
Loxwood	Examination - December 2014 Neighbourhood Plan 'made' by Council 14 July 2015
Selsey	Pre-submission Consultation - 20 October - 1 December 2014 Submission Consultation 30 April – 11 June 2015 Examination underway – hearing held 18 November 2015
Southbourne	Examiner's report published May 2015 Addendum published August 2015 Successful referendum held November 2015
Tangmere	Pre-submission Consultation - 10 October - 21 November 2014 Submission Consultation 30 April – 11 June 2015 Examiner's report published November 2015
Wisborough Green	Pre-submission Consultation - 5 January - 16 February 2015 Submission Consultation 30 April – 11 June 2015 Examiner's report published November 2015
<b>Other parishes with a Neighbourhood Plan Area Designation</b>	

## 3 . Local Plan Progress

Parish Council	Action
	Boxgrove, East Wittering and Bracklesham, Hunston, Lavant*, Lynchmere, Petworth*, Plaistow and Ifold, West Itchenor, West Wittering, Westhampnett, Westbourne

*\* Parishes partly within the Local Plan area where the South Downs National Park Authority is the lead authority*

### Neighbourhood Development Orders

**3.27** Neighbourhood development orders allow the community to grant planning permission for development that complies with the order. This removes the need for a planning application to be submitted to the local authority.

**3.28** No Neighbourhood Development Orders have been made during the monitoring period, or up to the date of publication of this AMR.

### Infrastructure Planning

#### Infrastructure Delivery Plan

**3.29** The Infrastructure Delivery Plan (IDP) identifies the strategic infrastructure requirements in the Local Plan area which are needed to support the Chichester Local Plan: Key Policies 2014-2029. It lists the new and/or improved infrastructure that will be needed over the lifetime of the Plan, identifies how and when this will be provided, and how much it will cost. The IDP was updated in October 2014 to provide evidence for the Local Plan Examination, and to justify the need for the Council to introduce a Community Infrastructure Levy (CIL). The updated information on infrastructure requirements has assisted the preparation of the Infrastructure Business Plan (IBP).

#### Infrastructure Business Plan

**3.30** The Council is preparing an Infrastructure Business Plan (IBP), which identifies and prioritises the strategic and local infrastructure projects necessary to deliver the growth identified in the Chichester Local Plan, particularly within the first five years. It constitutes a spending plan for the CIL and will help the Council to provide infrastructure in time to accommodate development.

**3.31** The IBP sets out the methodology for selecting which infrastructure projects have been prioritised for funding from the CIL. It identifies which projects will be funded through S106/S278 agreements; and which are, or will need to be, funded from other sources in order to make best use of the CIL.

**3.32** The IBP was subject to consultation with the parish councils and key infrastructure delivery commissioners over the period from 1 October to 12 November 2015. Following the consultation, the Chichester DC/West Sussex CC Joint Member Liaison Group will consider any further amendments to the IBP. It is proposed that the Council will formally approve the IBP in February 2016.

**3.33** The IBP will be kept under review and updated on an annual basis. The amount of financial contributions collected through CIL, and the projects where the funding has been allocated, will be recorded each year in the AMR.

### Community Infrastructure Levy (CIL) Charging Schedule

**3.34** The CIL Charging Schedule will set out standard charge(s) that the Council will levy on specified types of development to contribute towards required infrastructure. It has been prepared concurrently with the Local Plan and is supported by the IDP.

**3.35** Table 3.6 sets out the key dates in the preparation and adoption of the CIL Charging Schedule. The Council published its Preliminary Draft Charging Schedule in March 2014. In response to comments received during the consultation, and significant changes in guidance and legislation, the Council updated the Viability Appraisal and published further evidence. This work supported the Draft Charging Schedule which was published for consultation in November 2014.

**Table 3.6 Community Infrastructure Levy (CIL) Charging Schedule timetable**

Date	Milestones	Progress
March - April 2014	Preliminary Consultation	Complete
November 2014	Draft Schedule Consultation	Complete
March 2015	Submission to Secretary of State	Complete
9 June 2015	Examination hearing	Complete
November 2015	Receipt of CIL Inspector's report	Complete
26 January 2016	Formal Council adoption of CIL	
1 February 2016	Intended formal implementation of CIL	

**3.36** The level of the charge proposed by the Council was based on the needs identified in the IDP, with scenario testing undertaken to ensure that it would not affect the overall viability of development. The Charging Schedule proposed the following rates:

Use of Development	Proposed levy (£/m <sup>2</sup> )
Residential* – South of National Park	£120
Residential* – North of National Park	£200
Retail – wholly or mainly convenience	£125
Retail – wholly or mainly comparison	£20
Purpose Built Student Housing	£30



## 3 . Local Plan Progress

Use of Development	Proposed levy (£/m <sup>2</sup> )
Standard Charge (applies to all development not separately defined)	£0

*\*With the exception of residential institutions (C2)*

**3.37** The Draft Charging Schedule, together with the consultation comments received, and all accompanying evidence were submitted to the Planning Inspectorate on 12 March 2015. A CIL examination hearing was held on 9 June 2015, following which the examiner requested further evidence from the Council and other interested parties. The Council received the CIL examiner's final report on 23 November 2015. This concluded that the Draft Charging Schedule provides an appropriate basis for the collection of the levy in the Chichester Local Plan area.

**3.38** It is intended to take forward the CIL Charging Schedule for formal Council adoption in January 2016 with the intention of introducing the new charge from 1 February 2016. Further information is available on the Council's website under [Community Infrastructure Levy \(CIL\)](#).

### Planning Obligations & Affordable Housing Supplementary Planning Document (SPD)

**3.39** The Council has prepared a Planning Obligations & Affordable Housing SPD to provide guidance for planning applicants on the Council's intended approach to using planning obligations (S106 and S278 contributions) to mitigate the impacts of proposed development on infrastructure and to deliver affordable housing. The SPD has been designed to supplement policies within the new Chichester Local Plan and to reflect the proposed introduction of CIL.

**3.40** The Council intends to adopt the SPD at the same time as the implementation of CIL in early 2016. The new SPD will replace the Council's current supplementary planning guidance, 'The Provision of Service Infrastructure Related to New Development in Chichester District'. Some categories of infrastructure currently funded from planning obligations will be funded through the CIL. The new SPD explains the relationship between the CIL and planning obligations.

### Other Infrastructure Work

#### Transport and Access

**3.41** Road congestion is a major issue affecting parts of the Plan area, particularly within Chichester city and the junctions on the A27 Chichester Bypass. The problems are most acute during peak travel periods, and this causes knock-on effects in terms of delays and diversion onto less suitable roads, and road safety issues. Congestion at the A27 junctions and the level crossings on the West Coastway rail line act as a barrier to movement around the city, and between the city and the Manhood Peninsula to the south. Transport movements and traffic congestion have a detrimental impact on air quality in the city, which has resulted in the designation of three Air Quality Management Areas (AQMAs).

**3.42** To support the Local Plan, the Council, working with West Sussex County Council, the Highways Agency (now Highways England) and the promoters of the major development sites proposed in the Local Plan, commissioned the Chichester Transport Study (Jacobs, 2013) to assess the impacts of planned development on the A27 and local road network. Following the study conclusions, the Local Plan and accompanying IDP has identified a £20 million package of measures, including improvements to the junctions on the A27 Chichester Bypass and key junctions within Chichester city, as well as improvements to public transport and local cycling and pedestrian routes. It is intended that these measures will be funded by the developers. The Transport Study can be viewed on the Council website under [Supporting Documents - Infrastructure](#).

**3.43** It is intended that developer funding towards transport and access improvements will be secured through a combination of planning obligations and CIL. The Council will use planning obligations linked to planning permissions to fund mitigation to the A27 junctions (see below) and to secure other specific works and improvements needed to mitigate the direct impact of proposed developments (this may include improvements to road junctions, provision of traffic signals, traffic calming, walking and cycling measures, public transport enhancements, etc). These development specific transport works will normally be provided during delivery of the relevant development scheme.

**3.44** In addition, developer contributions from CIL will be used to help fund wider improvements to local transport and accessibility that are not directly related to specific developments. This may include improvements to key congestion points within Chichester city, improvements to public transport, and provision of improved cycling and pedestrian routes. CIL will also be used to fund 'Smarter Choices' measures aimed at promoting sustainable travel by encouraging behavioural change, such as easy-to-use journey planning tools, skills training and promotional activities.

**3.45** The measures in the 2013 Transport Study included an indicative package of small scale improvements to the six junctions on the A27 Chichester Bypass. These works, which were costed at £12.8 million, would be sufficient to mitigate the cumulative impact of development proposed in the Local Plan, but do not seek to address the wider issues of traffic congestion on the A27. During 2015, the Council, with Highways England and West Sussex County Council, commissioned further transport modelling work to establish a methodology to apportion the cost between the major housing developments identified in the Local Plan, based on the predicted level of traffic impact that each development will have on the A27 junctions. The Council is intending to undertake public consultation on a proposed methodology for securing contributions in early 2016.

**3.46** In June 2013, central Government announced that the A27 Chichester improvement had been included in its list of spending priorities for the 2015-2019 period. Highways England is currently undertaking work to evaluate options and identify a scheme for the A27 Chichester improvement, involving input from key stakeholders including the Council and West Sussex County Council. It is intended to undertake public consultation in Spring 2016, leading to the announcement of the preferred scheme later in 2016. Further information about progress on the A27 Chichester improvement is available on the [Highways England website](#).

## 3 . Local Plan Progress

**3.47** The Council and West Sussex County Council have committed a combined sum of up to £20 million towards the A27 Chichester improvements. Assuming that Highways England progress a major proposal, the Council will use developer contributions collected towards A27 mitigation to help fund Highways England's preferred scheme when this is announced.

### Wastewater Treatment

**3.48** A number of Wastewater Treatment Works (WwTW) in the District are limited by capacity and environmental factors. This is a particular issue in the south of the District where development pressures are greatest. The Council is continuing to work as part of the Chichester Water Quality Group (alongside the Environment Agency, Southern Water, Natural England and Chichester Harbour Conservancy) on the issues relating to WwTW.

**3.49** The Apuldram WwTW, which serves Chichester city and the surrounding area, discharges to the head of Chichester Harbour, an area which is internationally designated for wildlife. Sewage is treated to a high standard and there are strict limits on the discharge consent to protect sensitive and important estuary environments and to comply with legal obligations under the Habitats Regulations. With current and proposed consent limits set at Best Available Technology (BAT) to meet European standards, growth at Apuldram WwTW is restricted to the current available headroom.

**3.50** The Apuldram WwTW catchment is affected by a high level of groundwater infiltration into the sewer network. This has resulted in the treatment works operating its storm overflow continuously for significant periods of time. Whilst the storm overflows are diluted by the groundwater, there was concern that the frequency and duration of these events may be having a detrimental impact on the water quality of the Harbour.

**3.51** In April 2014 Southern Water completed the installation of UV treatment on the storm overflow, which released capacity for an additional 770 dwellings. However, development beyond this headroom could have a significant impact on the nitrogen loads and weed growth in the Harbour and therefore the release of this headroom will be limited. Monitoring work is being undertaken to ensure capacity remains to deliver the Chichester Local Plan and enable growth within Chichester city, Fishbourne, Donnington and Appledram Parishes. The Council has adopted its own position statement with regard to future planned growth and existing capacity at wastewater treatment works in the District, particularly relating to Apuldram WwTW.

**3.52** The Council will produce a Water Resources and Water Management SPD for consultation in March 2016, which will provide additional guidance on water management and infrastructure requirements to support planning applications and development proposals. It will provide practical advice for applicants, assist coordination between regulatory authorities and enable the timely delivery of any necessary water-related infrastructure.

**3.53** Southern Water has included a scheme in its Business Plan for the 2015-2020 investment period (AMP6) for the expansion of the Tangmere WwTW to provide additional wastewater capacity to help accommodate the additional housing identified in the Local Plan. Their Business Plan has been approved by the industry regulator Ofwat, and Southern Water have been working on feasibility and design of the scheme. As a result of this work, they

### 3 . Local Plan Progress

have announced a revised timetable for the Tangmere WwTW upgrade and are now programming completion of the scheme by 31 December 2017, rather than 2019 as originally envisaged.

## 4 . Monitoring Policy Performance

**4.1** This section includes an assessment of policy performance using output indicators by theme, as set out in the Sustainable Community Strategy, 'Chichester District: A Very Special Place' (April 2009).

**4.2** The results are used to inform policy progress and achievement. Output indicators in this AMR include some of the former core output indicators previously specified by central Government for use by local authorities to monitor development plan policies.

**4.3** A revised monitoring framework is included in the Chichester Local Plan: Key Policies 2014-2029, which sets indicators and targets related to the strategic objectives in the Plan. The new Local Plan was formally adopted in July 2015 after the end of the 2014-2015 monitoring period, however the new Local Plan monitoring framework will form the basis for the AMR in future years.

### Economy

#### Indicator BD1

Total amount of additional floorspace by type

**4.4** Table 4.1 shows that the total additional employment floorspace completed in 2014-15 was 5,881 sq.m (gross), or 5,347 sq.m (net). The annual completions figure decreased compared to the 2013-2014 figure, but was above the 2012-2013 figure. Overall a total of 19,764 sq.m gross (16,244 sq.m net) has been completed in the Local Plan area over the period 2012-2015.

**Table 4.1 Employment floorspace (sqm) developed by type 2012-2015 (Source: WSCC)**

Employment Type	2012-2013		2013-2014		2014-2015	
	Gross	Net	Gross	Net	Gross	Net
B1a: Offices	231	231	656	274	70	70
B1b: Research & Development	150	0	0	0	0	0
B1c: Light Industry	0	0	843	763	1,296	762
B1: Mixed Uses	67	67	4,660	4,660	0	0
B2: General Industry	3,866	2,183	371	90	182	182
B8: Storage & Distribution	1,160	750	1,880	1,880	4,333	4,333
<b>Total</b>	<b>5,474</b>	<b>3,231</b>	<b>8,410</b>	<b>7,667</b>	<b>5,881</b>	<b>5,347</b>

## 4 . Monitoring Policy Performance

### Indicator BD2

Total amount of employment floorspace on Previously Developed Land by type

**4.5** The percentage of gross employment floorspace completed on previously developed land (PDL) in 2014-15 was 74%, which was a similar proportion to that recorded in the two previous years.

**Table 4.2 Employment floorspace developed on Previously Developed Land by type 2014-2015 (Source: WSCC)**

Employment Type	Gross floorspace completions (sq.m)				
	Total	Previously developed land	% of total	Greenfield	% of total
B1a: Offices	70	70	100%	0	0%
B1b: Research & Development	0	0	0%	0	0%
B1c: Light Industry	1,296	856	66%	440	34%
B1: Mixed Uses	0	0	0%	0	0%
B2: General Industry	182	182	100%	0	0%
B8: Storage & Distribution	4,333	3,263	75%	1,070	25%
<b>Total</b>	<b>5,881</b>	<b>4,371</b>	<b>74%</b>	<b>1,510</b>	<b>26%</b>

### Indicator BD3

Employment land available by type

**4.6** Table 4.3 shows the available employment land within the Local Plan area, including sites with planning permission for B1-B8 uses and other allocated employment land that has not yet been developed. At 1 April 2015, these employment commitments totalled 59,345 sq.m (gross) or 52,568 sq.m (net) floorspace, comprising 13.3 hectares employment land. The largest sites were at Portfield Quarry (Glenmore Business Park) (subject to a hybrid full/outline planning permission for 17,576 sq.m flexible B1c, B2 and B8 uses), and part developed sites at Selsey Gate and City Fields, Tangmere.

## 4 . Monitoring Policy Performance

**Table 4.3 Employment floorspace commitments by type at 1 April 2015 (Source: WSCC)**

Employment Type	April 2015		
	Gross (sq.m)	Net (sq.m)	Land (hectares)
B1a: Offices	4,630	4,067	1.08
B1b: Research & Development	0	0	0.0
B1c: Light Industry	6,618	2,109	2.75
B1: Mixed Uses	35,588	35,588	6.87
B2: General Industry	10,513	9,998	2.12
B8: Storage & Distribution	1,997	807	0.48
<b>Total</b>	<b>59,345</b>	<b>52,568</b>	<b>13.3</b>

**4.7** In addition to these sites, the recently adopted Chichester Local Plan: Key Policies 2014-2029 makes provision to bring forward around 25 hectares of new employment land suitable for Business (B1-B8 uses) during the Plan period. Additional employment land (not shown in the table) is allocated in the new Local Plan as part of the West of Chichester strategic development (6 hectares) and at Tangmere (an additional 2.8 hectares). Further employment sites will be allocated in the Site Allocation DPD currently in preparation.

### Indicator BD4

Total amount of floorspace for 'town centre uses'

**4.8** Table 4.4 shows that during the year to 31 March 2015, very little new floorspace was developed for retail (A1) and office (A2 or B1a) uses in the Local Plan area. During this period, no floorspace was completed for leisure (D2) uses.

**Table 4.4 Completed retail, office and leisure development 2014-2015 (Source: WSCC)**

Town Centre Uses	Gross Floorspace (sq.m)	Net Floorspace (sq.m)	Site Area (Ha)
A1: Retailing	317	0	0.11
A2: Financial/Professional Services	84	0	0.01
B1a: Offices	70	70	0.10

## 4 . Monitoring Policy Performance

Town Centre Uses	Gross Floorspace (sq.m)	Net Floorspace (sq.m)	Site Area (Ha)
D2: Leisure	0	0	0.0
<b>Total</b>	<b>471</b>	<b>70</b>	<b>0.22</b>

**4.9** National and local planning policy seeks to direct development for main 'town centre' uses such as retail, office and leisure facilities towards town centres or other accessible locations. Table 4.5 shows the location of the retail and office floorspace completed in the Local Plan area during 2014/15.

**Table 4.5 Town centre uses - Gross floorspace completed by location of development (Source: WSCC)**

Town Centre Uses	Location of development			Total (sq.m)
	Town centre (sq.m)	Inside built-up area (sq.m)	Outside built-up area (sq.m)	
A1: Retailing	127	190	0	317
A2: Financial/Professional Services	84	0	0	84
B1a: Offices	0	70	0	70
D2: Leisure	0	0	0	0
<b>Total</b>	<b>211</b>	<b>260</b>	<b>0</b>	<b>471</b>



## 4 . Monitoring Policy Performance

### Housing and Neighbourhoods

#### Indicator H1, H2a and H2b

Plan period and housing targets

Net additional dwellings in previous years and in the reporting year

**4.10** The Chichester Local Plan: Key Policies 2014-2029 makes provision to deliver a total of 7,388 net additional homes over the period 2012-2029, equivalent to an average of 435 homes per year.

**4.11** Housing completions in the Chichester Local Plan area over the year to 31 March 2015 totalled 351 net dwellings. Table 4.6 shows that net housing completions have fallen short of the Local Plan housing target in each of the past three years, resulting in a cumulative shortfall of 445 net dwellings.

**Table 4.6 Net additional dwellings completed 2012-2015 (Source: CDC/WSCC)**

Period	Local Plan requirement	Net dwellings completed	Housing surplus/shortfall
2012-2013	435	307	-128
2013-2014	435	202	-233
2014-2015	435	351	-84
<b>Total 2012-2015</b>	<b>1,305</b>	<b>860</b>	<b>-445</b>
Average/year	435	287	

#### Indicator H2c and H2d

Net additional dwellings in future years and managed delivery target

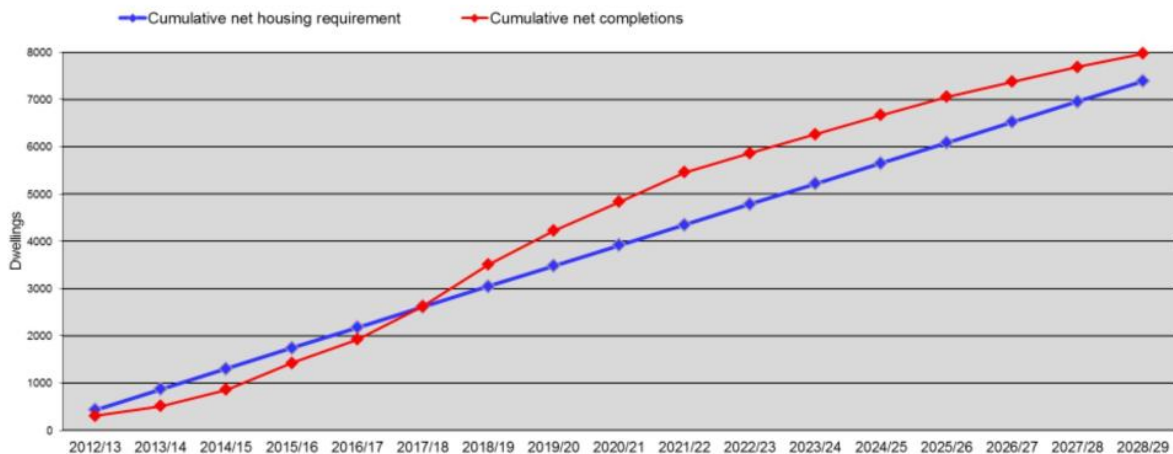
**4.12** Appendix D in the Chichester Local Plan: Key Policies 2014-2029 provides a housing trajectory which shows projected housing delivery and phasing over the period to 2029. Appendix A of this AMR presents an updated version of the trajectory, taking account of housing completed to 31 March 2015 and planning permissions granted to 1 September 2015.

## 4 . Monitoring Policy Performance

**4.13** The updated trajectory shows that a combination of housing completions since April 2012, identified housing commitments (e.g outstanding planning permissions) and additional housing provided for in the Local Plan and neighbourhood plans are expected to deliver a total of 7,973 net dwellings over the period to 2029. This comfortably exceeds the Local Plan requirement of 7,388 dwellings.

**4.14** Figure 4.1 compares actual and projected annual housing completions against the Local Plan housing requirement. As noted above, housing completions since 1 April 2012 have fallen short of meeting the annual Local Plan requirement of 435 dwellings per year. However, as a result of planning permissions recently granted and progress on bringing forward sites allocated in the Local Plan and neighbourhood plans, it is expected that housing delivery will overcome this delivery shortfall within the next 2 years.

**Picture 4.1 Actual/projected housing completions compared to annual Local Plan housing requirement 2012-2029 (Source: CDC)**



### Indicator - National Indicator 159

Five year supply of deliverable housing sites

**4.15** The NPPF sets a requirement to maintain a five year supply of deliverable housing sites. Table 4.7 summarises the five year housing land supply for the Chichester Local Plan area over the period 2016-2021, based on the annualised Local Plan housing target of 435 homes per year. The information on housing supply is taken from West Sussex County Council development monitoring data for 1 April 2015, updated to include further changes to the housing supply in the period to 1 September 2015.

## 4 . Monitoring Policy Performance

**Table 4.7 Five year housing land supply 2016-2021 (Source: CDC/WSCC)**

Housing Requirement (net dwellings) 2015-2020	Chichester Plan Area
Local Plan housing requirement 2016-2021	2,175
Shortfall against Local Plan housing requirement 2012-2015	445
Projected surplus against Local Plan requirement 2015-2016	(131)
Adjusted housing requirement 2016-2021	2,489
Additional 20% buffer	498
<b>Total housing requirement 2016-2021</b>	<b>2,987</b>

Projected Housing Supply (net dwellings) 2016-2021	Chichester Plan Area
Sites of 6+ dwellings with planning permission, resolution to permit or prior approval	2,041
Sites allocated in Local Plan 2014-2029 and neighbourhood plans (1)	1,066
Other identified deliverable sites within defined settlement areas with potential for 6+ dwellings	50
Projected housing from permissions on small sites (less than 6 dwellings)	108
<b>Total identified housing supply</b>	<b>3,265</b>
Windfall allowance on sites of under 6 dwellings	143
<b>Total projected housing supply 2016-2021</b>	<b>3,408</b>

1. Includes projected delivery from Strategic Development Locations allocated in the Local Plan and housing sites allocated in draft neighbourhood plans that have reached the Submission (Regulation 16) stage.

Projected Surplus/Shortfall in Housing Supply 2015-2020	Chichester Plan Area
Projected shortfall/surplus in dwellings	+421 (surplus)
Projected years housing supply	5.7 years

## 4 . Monitoring Policy Performance

**4.16** The table shows a requirement to deliver a total of 2,987 net dwellings over the period 2016-2021. This takes account of the housing delivery shortfall from previous years and adds a 20% buffer as required in the NPPF. Set against this, there is a current supply of 3,408 net dwellings comprising sites with outstanding planning permission and other sites expected to come forward during the 5-year period, including sites allocated in the Local Plan and neighbourhood plans. There is also an allowance for small windfall sites. When compared to the five year housing requirement, this gives a surplus of 421 net dwellings, equivalent to 5.7 years of housing supply.

### Indicator H3

New and converted dwellings on Previously Developed Land (PDL)

**4.17** Table 4.8 shows that in 2014-15, 63% of gross housing completions were on PDL sites, with 37% on greenfield land. The proportion of housing development on greenfield land increased compared to the previous two years, following in a number of planning permissions granted on edge of settlement sites in the period since 2012. Greenfield sites under construction include Southfields Close (Canal Walk), Donnington and Land north-east of Beech Avenue (Pebble Reach), Bracklesham Bay, with developments also completed at Northmark, Hunston and Piggery Hall Lane, East Wittering.

**Table 4.8 Number and percentage of new and converted dwellings on Previously Developed Land 2012-2015 (Source: WSCC)**

	Total Gross Completions	PDL		Greenfield	
		Gross Completions	% of total	Gross Completions	% of total
2012-2013	327	281	85.9%	46	14.1%
2013-2014	286	263	92.0%	23	8.0%
2014-2015	418	265	63.4%	153	36.6%
Average/year	344	270	78.5%	74	21.5%

**4.18** Despite this, the majority of housing completions during the year were on PDL, reflecting the major housing developments underway in the north of Chichester city at Graylingwell Park and Roussillon Park. Over the next few years, the proportion of greenfield development will increase further as a result of permissions recently granted, together with sites allocated in the Local Plan and neighbourhood plans.

### Indicator H4

Net additional Gypsy and Traveller pitches

## 4 . Monitoring Policy Performance

**4.19** Tables 4.9 to 4.11 show new provision for gypsies, travellers and travelling showpeople during the year 2014-15. During this period, five planning applications were permitted for gypsy and traveller pitches.

**Table 4.9 Net additional pitches (Gypsy & Traveller) 2014-15 (Source: CDC)**

New pitches completed	28
Existing pitches lost as a result of development or closure	0
Net additional pitches	28

**4.20** One planning application (included in the above figures) was granted on appeal during the monitoring period.

**Table 4.10 Gypsy & Traveller pitches - Planning Appeals Allowed 2014-2015 (Source: CDC)**

Application Number	Site	Appeal Decision	Proposal
CH/12/02732	Plot B- Pond Farm Newells Lane, West Ashling	Allowed 15/5/14	Removal of condition 3 attached to appeal decision reference APP/L3815/A/33/2153947 (LPA reference CH/10/04468/FUL) to allow permanent permission for the use of the land as a single pitch gypsy site.

**4.21** One planning application was permitted for Travelling Showpeople plots during the 2014-15 monitoring period.

**Table 4.11 Net additional plots (Travelling Showpeople) 2014-2015 (Source: CDC)**

New plots completed	1
Existing plots lost as a result of development or closure	0
Net additional plots	1

**4.22** In April 2014, the Council granted planning permission (WH/14/00533/FUL) for a gypsy and traveller transit site at Stane Street, Westhampnett which is intended to serve the whole of West Sussex. The transit site officially opened in May 2015 (shortly after the end of this monitoring period).

### Indicator H5

Gross affordable housing completions

## 4 . Monitoring Policy Performance

**4.23** Table 4.12 shows gross affordable housing completions (built units) in the Local Plan area as reported by West Sussex County Council. The table shows that during 2014-15, affordable housing completions totalled 187 dwellings, representing around 45% of total gross housing completions. The percentage of affordable units built has increased substantially compared to previous years.

**Table 4.12 Gross Affordable Housing Completions as a Percentage of Total Housing Completions 2012-2015 (Source: WSCC)**

	Total Completions (Gross)	Affordable Completions (Gross)	Percentage (%)
2012-2013	327	66	20.2%
2013-2014	286	86	30.1%
2014-2015	418	187	44.7%

**4.24** The Council's Housing Strategy 2013-2018 sets an objective to maximise the supply of local homes to meet the needs of local people. This includes maximising delivery of affordable housing on market sites and boosting affordable housing delivery through the use of Council and partner assets. The Council has set a new minimum target of 550 affordable homes to be delivered on market sites through the Local Plan over the 5 year Housing Strategy period, with an additional 150 affordable homes to be delivered through its housing delivery partnership. These targets have been incorporated into the Corporate Plan which sets targets to deliver 110 affordable homes each year on market sites, with an additional 30 affordable homes to be enabled by the Council each year. It should be noted that these targets apply to the whole of Chichester District, including the area within the South Downs National Park.

**4.25** Table 4.13 shows affordable housing completions during the year as recorded by the Council's Housing Delivery Team. The figures show affordable housing units at the date on which they become available for occupation. It should be noted that these figures differ from the completions figures recorded by West Sussex County Council. This is mainly due to the date at which the housing has been recorded as completed.

## 4 . Monitoring Policy Performance

**Table 4.13 Affordable Housing Completions 2014-15 (Source: CDC Housing Delivery Team)**

Gross Affordable Housing Completions	Delivered on market housing sites (S106 agreements)	Rural exception sites	Additional affordable housing	Total affordable housing (Gross)
Chichester Local Plan area	139	17	78	234
South Downs National Park	25	18	0	43
District total	164	35	78	277

**4.26** The majority of affordable housing built was provided in association with market housing developments, where the affordable housing was delivered through a planning obligation (S106 agreement). There is a presumption that no Government grant will be available to assist the delivery of affordable housing on market sites and therefore delivery of affordable housing is generally now directly dependent on subsidy from private housing developments. The most significant quantities of affordable housing were delivered at Graylingwell Park, Roussillon Park, Southfields Close (Donnington) and Beech Avenue (Bracklesham Bay). Development was also completed on a rural exception site at Piggery Hall Lane, East Wittering. A further four developments, including two former garage sites were bought forward by the Council working in partnership with its registered provider partners.

**4.27** Table 4.14 (based on the Housing Delivery team figures) highlights the substantial increase in affordable housing compared with previous years.

**Table 4.14 Gross Affordable Housing Completions 2012-2015 (Source: CDC Housing Delivery Team)**

	Gross affordable housing completions		
	Chichester Local Plan area	South Downs National Park	Chichester District total
2012-2013	89	5	94
2013-2014	91	13	104
2014-2015	234	43	277
Average/year	138	20	158

## 4 . Monitoring Policy Performance

### Indicator - Local output indicator

Dwelling completions by size

**4.28** Analysis of completions by size of dwelling in Tables 4.15 to 4.17 shows that the majority of all completions during the year comprised 2- or 3-bed units. However, a sizeable proportion of houses completed (over a quarter) had 4 or more bedrooms.

**Table 4.15 Gross dwelling completions by number of bedrooms for houses/bungalows 2014-2015 (Source: WSCC)**

Number of bedrooms	1 bed	2 bed	3 bed	4+ bed	Total
Completions (Gross)	7	90	99	79	275
% of House/Bungalow completions	2.5%	32.7%	36.0%	28.7%	100%

**Table 4.16 Gross dwelling completions by number of bedrooms for flats/maisonettes 2014-2015 (Source: WSCC)**

Number of bedrooms	1 bed	2 bed	3 bed	4+ bed	Total
Completions (Gross)	57	82	4	0	143
% of Flat/Maisonette completions	39.9%	57.3%	2.8%	0.0%	100%

**Table 4.17 Gross dwelling completions by number of bedrooms for all dwellings 2014-2015 (Source: WSCC)**

Number of bedrooms	1 bed	2 bed	3 bed	4+ bed	Total
Completions (Gross)	64	172	103	79	418
% of All Dwelling completions	15.3%	41.1%	24.6%	18.9%	100%



## 4 . Monitoring Policy Performance

### Environment

#### Indicator E1

Number of planning permissions granted contrary to Environment Agency advice on flooding and water quality grounds

**4.29** The Environment Agency (EA) has been consulted on all relevant planning applications throughout the year.

**4.30** Chichester District Council did not grant any planning permissions contrary to the advice of the Environment Agency on either flooding or water quality grounds between 1 April 2014 and 31 March 2015.

#### Water Quality

**4.31** The Environment Agency did not object to any planning applications in the District on the grounds of water quality during 2014-15.

#### Flood Risk

**4.32** During the year to 31 March 2015, the Environment Agency objected to five planning applications on flood risk grounds. Table 4.17 sets out details of the Environment Agency objections and how they were addressed in the Council's planning decisions.

**Table 4.18 Planning applications in year to 31 March 2015 where Environment Agency objected on flood risk grounds (Source: Environment Agency / CDC)**

Application Number & Location	Description	Environment Agency objection	Council planning decision
CH/14/02042/FUL  Land North of High Tide, Chidham Lane, Chidham	Erection of detached cottage to replace extant planning permission for boat house.	Unsatisfactory FRA/FCA Submitted	Application refused for reasons including that site located within EA Flood Zones 2 and 3, and that the evidence submitted was insufficient to demonstrate no sequentially preferable sites. Subsequent appeal against refusal was dismissed, with planning inspector

## 4 . Monitoring Policy Performance

Application Number & Location	Description	Environment Agency objection	Council planning decision
			supporting Council's position on flood risk.
SB/14/02362/FUL Thornham Products, Thornham Lane, Southbourne	Proposed change of use of land to small tourism facility including provision of four caravan / mobile park home pitches and one campsite utility block following consolidation of existing mobile homes and removal of existing outbuildings.	Unsatisfactory FRA/FCA Submitted	Application refused for reasons including that site located within EA Flood Zones 2 and 3, and applicant had failed to provide a detailed Sequential Test and Exceptions Test.
SI/14/04058/COU Field South Of Green Lane Piggeries Ham Road Sidlesham	Change of use of land as private gypsy and traveller caravan site.	Sequential Test: Vulnerability not appropriate to Flood Zone	Application refused for reasons including that site located within EA Flood Zone 3, and applicant had failed to provide a Sequential Test and Exceptions Test. Appeal currently in progress.
SY/14/02186/OUTEIA Park Farm, Park Lane, Selsey	Hybrid planning application for comprehensive mixed use development of land at Manor Road, Selsey comprising: a) Full application for Class A1 foodstore, car parking, Class A3/A4 pub/restaurant, petrol filling station, new access, landscaping and ancillary works; and; b) Outline planning application for up to 159 dwellings, hotel, Class D1 building, open space,	Unsatisfactory FRA/FCA Submitted	EA objection related to proposal for pumped surface water drainage. EA subsequently withdrew objection after applicant submitted amended drainage strategy operating under gravity. Council resolution to defer for revocation order and S106 and then permit.

## 4 . Monitoring Policy Performance

Application Number & Location	Description	Environment Agency objection	Council planning decision
	landscaping and new access.		
WWW/15/00363/FUL Land To The Rear Of Tanglewood, Briar Avenue, East Wittering	Proposed 6 pitch static caravan site with wardens caravan for holiday purposes only.	Unsatisfactory FRA/FCA Submitted	Application refused (although flood risk was not included as a reason for refusal). Appeal currently in progress.

### Indicator E2

Change in areas of biodiversity importance

**Note: This data covers the whole of Chichester District, including the South Downs National Park**

**4.33** Monitoring of change in areas of biodiversity importance by the Council is supported by the work of the Sussex Biodiversity Record Centre (SBRC). This information will continue to be reviewed annually to identify any changes in priority habitats and species, and any change in designated areas.

**4.34** The tables in Figures 4.1 and 4.2 provide a measure of the impact that permitted planning applications during the 2014-2015 monitoring period had on designated sites and habitats within Chichester District (including the South Downs National Park).

**4.35** As this is a measure of change against permitted planning applications, habitats are not necessarily affected in a detrimental way. Some permitted development included will be of very minor impact, and other development may indeed serve to enhance the habitat either directly or through the operation of planning agreements signed in conjunction with the planning permission.

**4.36** In terms of the change in overall size of various habitats, it is not possible to draw conclusions on a yearly basis as the habitat areas are only surveyed periodically. In addition, several of the designations overlap with each other and therefore it is not possible to use this data to calculate any 'total' quantity of protected sites, or indeed the total area of impact.

## 4 . Monitoring Policy Performance

**Figure 4.1 Statistical breakdown of planning applications with code of commencement within designated sites and habitats in Chichester District between 1st April 2014 and 31st March 2015**

Chichester District area (ha)		81187.3	Area of commenced planning applications (ha)		49.3	(101 applications)		
West Sussex area (ha)		202361.6	% of Chichester infringed by planning applications		0.06			
Table 1. Designated sites and reserves		Area of designation / reserve in West Sussex (ha)	% of West Sussex	Area of designation / reserve in Chichester (ha)	% of Chichester	Area of designation / reserve in Chichester infringed by planning applications (ha)	% of designation / reserve in Chichester infringed by planning applications	Number of planning applications within or abutting designation / reserve
Inter-national	Ramsar	3723.9	1.8	3065.2	3.8	0.0	0.00	0
	Special Area of Conservation (SAC)	3667.8	1.8	3186.1	3.9	0.0	0.00	0
	Special Protection Area (SPA)	3745.5	1.9	3086.7	3.8	0.0	0.00	0
National	Area of Outstanding Natural Beauty (AONB)	25957.8	12.8	5959.5	7.3	1.1	0.02	7
	National Nature Reserve (NNR)	221.8	0.1	221.8	0.3	0.0	0.00	0
	National Park	81247.9	40.1	54613.7	67.3	16.7	0.03	31
	Site of Special Scientific Interest (SSSI)	8310.7	4.1	5682.1	7.0	0.0	0.00	0
Local	Country Park	320.5	0.2	88.7	0.1	0.0	0.00	0
	Local Geological Site (LGS)	1573.9	0.8	828.2	1.0	0.0	0.00	0
	Local Nature Reserve (LNR)	2046.9	1.0	1516.2	1.9	0.0	0.00	0
	Notable Road Verge	136.1	0.1	77.2	0.1	0.0	0.00	0
	Local Wildlife Site (formerly SSSI)	10496.3	5.2	4643.4	5.7	0.1	0.00	2
Reserve/ Property	Environmental Stewardship Agreement *	73985.8	36.6	31889.7	39.3	0.3	0.00	7
	National Trust	5107.6	2.5	2371.2	2.9	0.0	0.00	1
	RSPB Reserve	559.8	0.3	85.5	0.1	0.0	0.00	0
	Sussex Wildlife Trust Reserve	742.5	0.4	606.2	0.7	0.0	0.00	0
	Woodland Trust	67.9	0.03	15.0	0.02	0.0	0.00	0

\* This only applies to 'live' Environmental Stewardship Agreements. Environmental Stewardship Agreements include: Entry Level Stewardship, Entry Level plus Higher Level Stewardship, Higher Level Stewardship, Organic Entry Level plus Higher Level Stewardship and Organic Entry Level Stewardship.

All statistics are based on information held at the Sussex Biodiversity Record Centre as at 13/10/15. Note that designated sites may overlap therefore the totals shown in the designated site table do not necessarily reflect the total percentage of the district covered by designated sites. Please inform us if you believe the data shown to be inaccurate.

## 4 . Monitoring Policy Performance

**Figure 4.2 Statistical breakdown of planning applications with code of commencement within designated habitats in Chichester District between 1st April 2014 and 31st March 2015 (Source SRBC)**

Table 2. Habitats *	Area of habitat in West Sussex (ha)	% of West Sussex	Area of habitat in Chichester (ha)	% of Chichester	Area of habitat in Chichester infringed by planning applications (ha)	% of habitat in Chichester infringed by planning applications	Number of planning applications within or abutting habitat
Ancient woodland	21372.1	10.6	10557.7	13.0	0.03	0.0	3
Coastal & floodplain grazing marsh	4388.8	2.2	1346.2	1.7	0.0	0.0	0
Coastal saltmarsh	357.0	0.2	329.3	0.4	0.0	0.0	0
Coastal sand dunes	31.5	0.02	20.9	0.03	0.0	0.0	0
Coastal vegetated shingle	76.8	0.04	24.3	0.03	0.0	0.0	0
Deciduous woodland	21691.8	10.7	10990.2	13.5	0.7	0.0	8
Ghyll woodland	1992.7	1.0	0.0	0.0	0.0	0.0	0
Intertidal chalk	0.0	0.0	0.0	0.0	0.0	0.0	0
Intertidal mudflat	1758.9	0.9	1479.9	1.8	0.0	0.0	0
Lowland calcareous grassland	2736.0	1.4	1032.8	1.3	0.0	0.0	0
Lowland fen	194.7	0.1	54.9	0.1	0.0	0.0	0
Lowland heathland	1499.4	0.7	1024.5	1.3	0.0	0.0	0
Lowland meadow	34.2	0.02	7.5	0.01	0.0	0.0	0
Maritime cliff and slope	0.0	0.0	0.0	0.0	0.0	0.0	0
Reedbed	60.1	0.03	39.0	0.05	0.0	0.0	0
Saline lagoon	44.2	0.02	28.9	0.04	0.0	0.0	0
Traditional orchard	200.0	0.1	95.4	0.1	0.0	0.0	1
Wood-pasture & parkland	7057.9	3.5	4226.3	5.2	5.40	0.1	3

Table 3. Species Data # (1980 onwards)	Number of records in West Sussex	Number of records in Chichester	No. of planning applications with species records within 200m buffer	% of planning applications with species records within 200m buffer
European Protected species	11144	4345	45	44.6
Wildlife & Countryside Act species	24399	10095	59	58.4
Bats	8505	4008	44	43.6
Notable birds	56431	27882	41	40.6
Section 41 species	47585	24517	52	51.5
Rare species (excludes bats and birds)	38509	18349	50	49.5
Invasive alien species	6155	2009	21	20.8

Trees	Number of records in West Sussex	Number of records in Chichester	No. of planning applications with species records within 200m buffer	% of planning applications with species records within 200m buffer
Ancient Tree Hunt	1004	338	7	6.9
Tree Register	378	201	7	6.9
Black Poplar	16	8	0	0.0

\* Changes in habitat extent year on year may well be a reflection of improved datasets and should not be assumed to be habitat expansion or contraction. Many habitat datasets overlap with one another, e.g. lowland meadow may be classed as grazing marsh and recorded in both inventories. <sup>a</sup>Badger and otter records are not included. Rare species does not include bat or bird records. Some species appear in more than one category. The Sussex Notable Bird Inventory is based on a list of 56 bird species that are particularly scarce or vulnerable to development in Sussex. Please see species list at end of report for more information. Ancient Tree Hunt and Tree Register of the British Isles datasets include a degree of overlap (i.e. on occasion the same tree may be recorded in both datasets).

### Indicator (Local)

Condition of Sites of Special Scientific Interest in Chichester District

**Note: This data covers the whole of Chichester District, including the South Downs National Park**

**4.37** The Council's planning policies seek to protect designated sites and habitats from the harmful effects of development and to ensure that development proposals protect, manage and enhance the local network of ecology, biodiversity and geological sites, including designated sites (statutory and non-statutory), priority habitats, wildlife corridors and connections between them.

## 4 . Monitoring Policy Performance

**4.38** The SBRC provide information on the condition of Sites of Special Scientific Interest (SSSI) based on condition assessment undertaken by Natural England. Figures 4.3 and 4.4 show the condition of SSSI units <sup>(1)</sup> in Chichester District (including the South Downs National Park) and West Sussex as a whole.

**4.39** In Chichester District, 52.5% of SSSI units are considered to be in a favourable condition, which is similar to the overall County figure of 52%. Of the SSSI units in the District assessed as being in unfavourable condition, 97 are categorised as recovering against only 4 assessed to be declining, with a further 2 units showing no change. These figures meet Natural England's target that 95% of the SSSI area should be in favourable or recovering condition.

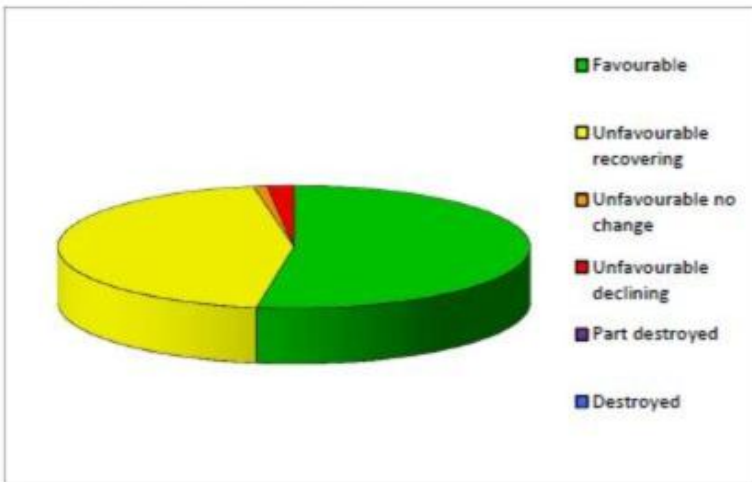
**Figure 4.3 Chichester District SSSI Unit Condition (Source: SBRC)**

### SSSI Unit Condition

Based on information derived from Natural England  
Prepared on 19/10/2015



### SSSI Units in Chichester District



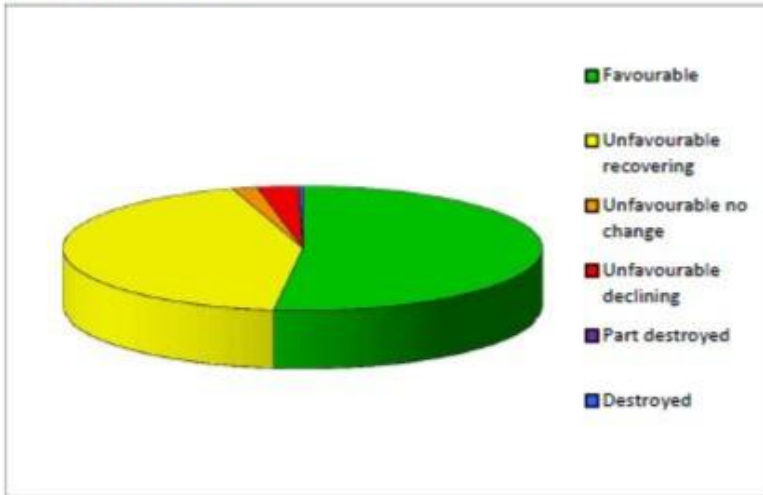
Condition	No. of Units	% of Units
Favourable	114	52.5
Unfavourable recovering	97	44.7
Unfavourable no change	2	0.9
Unfavourable declining	4	1.8
Part destroyed	0	0.0
Destroyed	0	0.0
<b>Total no. of units</b>	<b>217</b>	

<sup>1</sup> SSSI units are divisions of SSSIs used by Natural England for record management and condition details. The size of units varies depending on the types of management and the conservation interest.

## 4 . Monitoring Policy Performance

Figure 4.4 West Sussex SSSI Unit Condition (Source: SBRC)

SSSI Units in West Sussex



Condition	No. of Units	% of Units
Favourable	186	52.0
Unfavourable recovering	155	43.3
Unfavourable no change	6	1.7
Unfavourable declining	10	2.8
Part destroyed	0	0.0
Destroyed	1	0.3
<b>Total no. of units</b>	<b>358</b>	

### Planning Applications

**5.1** Table 5.1 shows the outcome of planning applications in the Local Plan area that were considered by the Council over the year to 31 March 2015. The overall number of planning applications submitted increased by substantially (by over 12%) compared to the previous year. Around 74% of applications were approved, an increase of around 15% compared to the previous year. Less than 13% of applications were refused, with the remainder being withdrawn or never validated.

**Table 5.1 Outcome of planning applications in Local Plan area 2012-2015 (Source: CDC)**

	Total applications	Approved		Refused		Withdrawn		Never Valid	
		No.	%	No.	%	No.	%	No.	%
<b>2012-2013</b>	1,819	1,265	69.5%	269	14.8%	99	5.4%	186	10.2%
<b>2013-2014</b>	1,897	1,367	72.1%	225	11.9%	133	7.0%	172	9.1%
<b>2014-2015</b>	2,131	1,573	73.8%	266	12.5%	131	6.1%	161	7.6%

**5.2** Compared to the previous monitoring year, the Council improved its performance in terms of planning applications determined within the nationally defined target timescales of 8 and 13 weeks. Table 5.2 shows that 88% of major applications were determined within 13 weeks (compared to the national target of 60%), whilst 75% of minor applications and 84% of other applications were determined within 8 weeks (with the national targets being 65% and 80% respectively).

**Table 5.2 Planning applications decided within the 8 and 13 week target 2012-2015 (Source: CDC)**

	Major applications <sup>(1)</sup>			Minor applications <sup>(2)</sup>			Other applications <sup>(3)</sup>			Total
	Total	13 wks or less	%13 wks or less	Total	8 wks or less	% 8 wks or less	Total	8 wks or less	% 8 wks or less	
<b>2012-2013</b>	31	13	42%	307	121	39%	989	543	55%	1,327
<b>2013-2014</b>	49	33	67%	356	237	67%	1037	808	78%	1,442
<b>2014-2015</b>	42	37	88%	371	280	75%	1031	861	84%	1,444
	<b>National target</b>		<b>60%</b>	<b>National target</b>		<b>65%</b>	<b>National target</b>		<b>80%</b>	

1. e.g. 10 or more dwellings, commercial (more than 1000 sqm)
2. e.g. 1-9 dwellings, commercial (less than 1000 sqm)
3. e.g. Householder, changes of use, listed buildings & advertisements



## 5 . Development Management

**5.3** It should be noted that the data in Table 5.2 does not include certain types of planning applications, e.g. applications to carry out work to trees with preservation orders, non-material amendments, prior notification applications and discharge of planning conditions.

### Planning Appeals

**5.4** Table 5.3 shows the outcome of appeals against refusal of planning permission over the period 2012-2015. This data gives an indication of the support given by Planning Inspectors to Council decisions where they have been challenged. During 2014/15, there were 66 planning appeal decisions, of which the majority were dismissed with only 30% being allowed.

**Table 5.3 Planning appeal decisions 2012-2015 (Source: CDC)**

Appeal decisions	Allowed		Dismissed/Upheld		Withdrawn		Part allowed/ Dismissed		Total
	No.	%	No.	%	No.	%	No.	%	
2012/2013	24	28%	58	67%	4	5%	1	1%	87
2013/2014	29	56%	22	42%	1	2%	0	0%	52
2014-2015	20	30%	40	60%	3	5%	3	5%	66

### Planning Obligations

**5.5** New development often creates a need for additional infrastructure or improved community services and facilities, without which there could be a detrimental effect on local amenity and the quality of the environment. Planning obligations are used by the Council to obtain financial contributions to provide for any necessary infrastructure needed to support the development (which may also include provision for affordable housing). Financial contributions are typically secured through Section 106 (S106) agreements linked to the planning permission granted. In the coming year, the Council is proposing to introduce a CIL charge which will fund some of the infrastructure listed in these tables (see Section 3 for further details).

**5.6** Between 1 April 2014 and 31 March 2015, a total of 77 separate S106 agreements were signed related to planning permissions granted in the Chichester Local Plan area. These provided for contributions to the District Council totalling £1.563 million. Further contributions were also obtained towards West Sussex County Council services such as education and transport.

**5.7** Table 5.4 provides a breakdown of the financial contributions secured through S106 agreements. The table includes agreed developer contributions towards District Council and County Council infrastructure. In financial terms, the largest contributions are to provide for education, community facilities and transport/highways mitigation. Such contributions are generally only sought from larger developments. However, the greatest number of signed S106 agreements are for small developments providing contributions to offset recreational disturbance impacts on the Chichester Harbour Special Protection Area (SPA).

## 5 . Development Management

**Table 5.4 Financial contributions secured via S106 agreements 2014-2015 (Source: CDC)**

To Chichester District Council	Number of planning permissions contributing	Payments Due
Public Art	8	£152,969
Leisure	6	£331,549
Community Facilities	9	£759,243
Affordable Housing	5	£177,600
Primary care trust	1	£48,644
Eco Mitigation (Pagham Harbour)	1	£48,000
Recreation Disturbance	69	£44,796
<b>CDC Total</b>	<b>77</b>	<b>£1,562,801</b>
To West Sussex County Council	Number of planning permissions contributing	Payments Due
Transport (Total Access Demand - TAD)	10	£539,850
Education	10	£1,226,986
Libraries	11	£64,587
Fire & Rescue	11	£6,682
<b>WSSC Total</b>	<b>11</b>	<b>£1,838,105</b>
<b>All financial contributions</b>		<b>£3,400,906</b>

**5.8** Table 5.5 shows the detailed breakdown of S106 financial contributions agreed for larger developments (excluding sites where only payments towards mitigation of recreational disturbance were sought).

**Table 5.5 S106 agreements signed with financial contributions and non-financial contributions secured 2014-2015 (Source: CDC)**

Application number	Site	Development	Financial Contribution to CDC	Financial Contribution to WSSC	Non Financial contribution
13/00284/FUL	Rowan Nursery, Bell Lane	27 dwellings	£73,410	£94,503	Yes

## 5 . Development Management

Application number	Site	Development	Financial Contribution to CDC	Financial Contribution to WSCC	Non Financial contribution
13/01180/FUL	Land West of Fieldside, Prinsted Lane	5 dwellings	£0	£31,084	Yes
13/01610/OUT	Flat Farm, Broad Road	9 dwellings	£1,548	£56,400	Yes
13/02025/FUL	Land south of Loxwood Surgery, Farm Close	17 dwellings	£35,742	£102,894	Yes
13/02972/FUL	Roussillon Barracks, Broyle Road	1 dwelling	£11,370	£757	No
13/03113/FUL	Land north of 20 Otway Road	17 dwellings	£106,144	£70,056	Yes
13/03286/FUL	Land north of Chaucer Drive	50 dwellings	£155,616	£212,076	Yes
13/03376/OUT	Wakefords Field, West of Broad Road	30 dwellings	£97,657	£210,750	Yes
13/04181/FUL	The Chequers, 203 Oving Road	8 dwellings	£52,000	£41,660	Yes
14/00506/P3JPA	The Tannery, Westgate	Change of use from office to 15 flats	£2,580		No
14/00748/OUT	Land south of Meadowbank, Petworth Road	25 dwellings	£73,896	£189,953	Yes
14/00797/FUL	Land to the north east of Tangmere Military Aviation Museum, Gamecock Terrace	Variation of conditions (11 & 13) - Mixed use development - 160 dwellings	£466,316	£827,972	Yes
14/00955/FUL	Land at Southfields Close	4 additional dwellings	£38,800		No

## 5 . Development Management

Application number	Site	Development	Financial Contribution to CDC	Financial Contribution to WSCC	Non Financial contribution
14/02035/FUL	The Regnum Club, 45A South Street	9 apartments	£7,200		No
14/02418/OUT	Land north-west of Park Road	110 dwellings	£417,614		Yes

# Appendix A . Housing Trajectory

Figure A.1 Indicative Housing Delivery and Phasing 2012-2029

	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29
<b>Local Plan Housing Delivery &amp; Phasing</b>																	
<b>Local Plan Area net housing requirement</b>																	
Annual net housing target	435	435	435	435	435	435	435	435	435	435	435	435	435	435	435	435	435
Cumulative net housing requirement	435	870	1305	1740	2175	2610	3045	3480	3915	4350	4785	5218	5652	6086	6520	6954	7388
<b>Local Plan Housing Provision</b>																	
<b>Existing Housing Provision</b>																	
Net housing completions since 2012 base date	307	202	351														860
Large sites (6+ dwellings) with planning permission				-489	-415	-522	-609	-331	-244	-160	0	0	0	0	0	0	4935
Project area yield from small sites (<6 dwellings)				77	59	39	10	0	0	0	0	0	0	0	0	0	185
Sites allocated in Local Plan & neighbourhood plans comprising:				0	10	130	306	323	297	335	275	275	305	297	225	225	200
West of Chichester SDL				0	0	25	75	75	100	125	125	125	125	125	125	125	100
Westhampnett / NE Chichester SDL				0	0	40	65	65	65	50	50	50	50	50	0	0	0
Tangmere SDL				0	0	0	50	75	100	100	100	100	100	100	100	100	100
Other draft allocations				0	10	65	116	108	57	45	0	0	30	22	0	0	0
Other identified sites within settlement boundaries				0	13	0	16	0	21	0	0	0	0	0	0	0	0
Allowance for small windfall sites				0	0	9	38	48	48	48	48	48	48	48	48	48	48
<b>Total Projected Housing Supply</b>				566	497	700	879	722	610	543	323	323	353	345	273	273	248
<b>Additional Housing Provision - Sites not yet identified</b>																	
Settlement hubs housing not yet identified									40	40	40	40	10				0
Parish housing not yet identified									41	41	41	41	41	41	41	41	41
<b>Total Net Housing Delivery</b>	307	202	351	566	497	700	879	722	610	624	404	404	404	386	314	314	289
<b>Housing Supply Position</b>																	
Cumulative net completions	307	509	860	1426	1922	2623	3502	4224	4834	5458	5862	6266	6670	7056	7370	7684	7973
Monitoring position above/below housing requirement	-128	-301	-445	-314	-253	-13	457	744	919	1108	1078	1048	1018	970	850	730	585
<b>Five Year Housing Land Supply</b>																	
Adjusted five year housing requirement (+ buffer)	2764	3043	3144	2987	2913	2594	2060	1714	1503	1275	1311	1347					
Projected five year housing supply	2316	2993	3364	3408	3535	3239	2764	2446	2222	1912	1822	1707					
<b>Five Year Housing Surplus/Shortfall</b>	-448	-51	220	421	622	645	704	732	719	637	513	360					

Figure A.2 Housing Trajectory 2012-2029

