

Public Document Pack

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A meeting of the **Cabinet** will be held in Virtual on **Tuesday 2 March 2021** at **9.30 am**

MEMBERS: Mrs E Lintill (Chairman), Mrs S Taylor (Vice-Chairman), Mr R Briscoe, Mr A Dignum, Mrs P Plant, Mr A Sutton and Mr P Wilding

AGENDA

1 **Chair's Announcements**

The Chair will make any specific announcements for this meeting and advise of any late items which due to special circumstances will be given urgent consideration under Late Items.

2 **Approval of Minutes** (Pages 1 - 6)

The Cabinet is requested to approve as a correct record the minutes of its meeting on Tuesday 2 February 2021 and Tuesday 16 February 2021 (copy to follow).

3 **Declarations of Interests**

Members are requested to make any declarations of disclosable pecuniary, personal and/or prejudicial interests they might have in respect of matters on the agenda for this meeting.

4 **Public Question Time**

In accordance with Chichester District Council's scheme for public question time as amended by Full Council on 24 September 2019 the Cabinet will receive any questions which have been submitted by members of the public in writing by noon two working days before the meeting. Each questioner will be given up to three minutes to ask their question. The total time allocated for public question time is 15 minutes subject to the Chairman's discretion to extend that period.

RECOMMENDATIONS TO COUNCIL

5 **Beach Management Plan 2021-2026** (Pages 7 - 10)

The Cabinet is requested to consider the report and its background paper and make the following recommendations to Full Council:

1. That Council gives authority to the Director of Planning and Environment to apply to the Environment Agency to draw down £250k per year of Flood Defence Grant in Aid for the Beach Management Plan (BMP).
2. That Council approves the funding referred to in paragraph 2.1 above to be spent in line with the Beach Management Plan 2021-26 Schedule of Works shown at Table 1.
3. That should the Beach Management Plan Schedule of Works, set out in Table 1, require amendment during this period, that authority to amend the schedule is delegated to the Director of Planning and Environment following consultation with the Cabinet Member for the Environment and Chichester Contract Services.

4. That the Director of Planning and Environment be authorised to procure and award contracts for work in accordance with the BMP 2021-26 and Financial Standing Orders.

6 **Consideration of Consultation Responses Received on Chichester District Council's Draft Infrastructure Business Plan 2021-2026** (Pages 11 - 17)

The Cabinet is requested to consider the report and its appendices and make the following resolution and recommendations to Full Council:

1. To reconsider whether IBP/355 Bus Real Time Passenger Information screens phase 2 is necessary and represents value for money (Appendix 3)
2. That subject to 2.1 above Cabinet recommend to Council that it:
 - (i) Approves the proposed responses to the representations received as amended and subsequent modifications to the Draft Infrastructure Business Plan 2021-2026 as set out in Appendix 1; and
 - (ii) Approves the amended IBP including the CIL Spending Plan attached as Appendix 2.

7 **Local Plan Review - Responses to Preferred Approach: Part 2 Development Management Policies, Policies Map, Habitats Regulation Assessment and Sustainability Appraisal** (Pages 19 - 24)

The Cabinet is requested to consider the report and its appendix and make the following recommendations to Full Council:

1. That:
 - a. The Summary of Representations included as Appendix 1 to this report is noted.
 - b. The proposed Council responses to the representations set out in that document are agreed for publication on the Council's website.
 - c. The Director of Planning and the Environment is authorised, following consultation with the Cabinet Member for Planning Services, to make minor amendments to the Summary of Representations and Responses prior to its publication.
2. That the issues raised in the Summary of Representations document and the other relevant issues summarised in section 9 of this report are noted as key considerations for the ongoing production of the Local Plan.

8 **Revised Local Development Scheme 2021-2024** (Pages 25 - 29)

The Cabinet is requested to consider the report and its appendices and make the following recommendation to Full Council:

That the revised Local Development Scheme be approved.

9 **Section 106 Allocation for Chichester Community Development Trust** (Pages 31 - 34)

The Cabinet is requested to consider the report and make the following recommendation to Full Council:

That Council approves the release of £141,250 Section 106 Sport and Leisure monies plus interest accrued to the date of release to Chichester Community

Development Trust.

- 10 **Senior Staff Pay Policy Statement 2021-2022** (Pages 35 - 37)
The Cabinet is requested to consider the report and its appendices and make the following recommendation to Full Council:

That the Senior Staff Pay Policy Statement 2021-2022 be published.

KEY DECISIONS

None.

OTHER DECISIONS

- 11 **Authority's Monitoring Report 2019/20** (Pages 39 - 44)
The Cabinet is requested to consider the report and its appendix and make the following resolutions:

1. That the Authority's Monitoring Report 2019-2020 be approved for publication.
2. That the Director of Planning and the Environment be authorised, following consultation with the Cabinet Member for Planning Services, to make any minor amendments to the Authority's Monitoring Report prior to its publication.

- 12 **Business Rates Pool Grant Bid** (Pages 45 - 47)
The Cabinet is requested to consider the report and its appendices and make the following resolution:

That Cabinet approves the spend of the Business Rates Pool grant award as detailed in Appendix 2 and that authority be delegated to the Director of Planning and Environment (following consultation with the Cabinet member for the Environment and Chichester Contract Services) to vary the spend with minor amendments where necessary.

- 13 **Late Items**
- a) Items added to the agenda papers and made available for public inspection.
 - b) Items which the Chair has agreed should be taken as matters of urgency by reason of special circumstances to be reported at the meeting.

- 14 **Exclusion of the Press and Public**
The Cabinet is asked to consider in respect of agenda items 14, 15 and 16 whether the public including the press should be excluded from the meeting on the following ground of exemption in Schedule 12A to the *Local Government Act 1972* namely Paragraph 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)) and because, in all the circumstances of the case, the public interest in maintaining the exemption of that information outweighs the public interest in disclosing the information.

[**Note** The report and its appendices within this part of the agenda are attached for members of the Council and relevant only (printed on salmon paper)]

- 15 **Coastal and Land Drainage Engineering Service** (Pages 49 - 53)
The Cabinet is requested to consider the report and make the recommendations stated at 2.1, 2.2, 2.3, 2.4 and 2.5 of the report.
- 16 **St James Industrial Estate Chichester** (Pages 55 - 61)
The Cabinet is requested to consider the report and its appendices and make the recommendations to Full Council stated at sections 3.1, 3.2, 3.3 and 3.4 of the report.

NOTES

- (1) The press and public may be excluded from the meeting during any item of business wherever it is likely that there would be disclosure of 'exempt information' as defined in section 100A of and Schedule 12A to the Local Government Act 1972.
- (2) The press and public may view the report appendices which are not included with their copy of the agenda on the Council's website at [Chichester District Council - Minutes, agendas and reports](#) unless they contain exempt information.
- (3) A key decision means an executive decision which is likely to:
- result in Chichester District Council (CDC) incurring expenditure which is, or the making of savings which are, significant having regard to the CDC's budget for the service or function to which the decision relates or
 - be significant in terms of its effect on communities living or working in an area comprising one or more wards in the CDC's area or
 - incur expenditure, generate income, or produce savings greater than £100,000

NON-CABINET MEMBER COUNCILLORS SPEAKING AT THE CABINET

Standing Order 22.3 of Chichester District Council's Constitution provides that members of the Council may, with the Chairman's consent, speak at a committee meeting of which they are not a member, or temporarily sit and speak at the committee table on a particular item but shall then return to the public seating area.

The Leader of the Council intends to apply this standing order at Cabinet meetings by requesting that members should *normally* seek the Chairman's consent in writing by email in advance of the meeting. They should do this by noon on the Friday before the Cabinet meeting, outlining the substance of the matter that they wish to raise. The word normally is emphasised because there may be unforeseen circumstances where a member can assist the conduct of business by his or her contribution and where the Chairman would therefore retain their discretion to allow the contribution without the aforesaid notice.



Minutes of the meeting of the **Cabinet** held in Virtual on Tuesday 2 February 2021 at 9.30 am

Members Present Mrs E Lintill (Chairman), Mrs S Taylor (Vice-Chairman), Mr R Briscoe, Mr A Dignum, Mrs P Plant, Mr A Sutton and Mr P Wilding

Members Absent

In attendance by invitation

Officers Present Mr N Bennett (Divisional Manager for Democratic Services), Mr K Carter (Divisional Manager, CCS), Mr M Catlow (Group Accountant (Technical and Exchequer)), Mr A Frost (Director of Planning and Environment), Miss L Higenbottam (Democratic Services Manager), Mrs V McKay (Divisional Manager for Growth), Mrs T Murphy (Divisional Manager for Place), Mrs J Hotchkiss (Director of Growth and Place), Mrs L Rudziak (Director of Housing and Communities), Mrs D Shepherd (Chief Executive) and Mr J Ward (Director of Corporate Services)

105 **Chair's Announcements**

There were no apologies for absence.

106 **Approval of Minutes**

RESOLVED

That the minutes of the Cabinet meeting held on 5 January 2021 be approved as a correct record.

107 **Declarations of Interests**

There were no declarations of interest.

108 **Public Question Time**

There were no public questions.

109 **Draft Treasury Management, Investment and Capital Strategies 2021-22**

Cllr Wilding introduced the item.

Cllr Dignum requested that future versions of the Strategy include the current Government guidelines. He also suggested a cautious approach to investment of the additional £5 million pooled funds referenced on page 22 of the agenda pack. Cllr Wilding agreed that it would be useful to include the Government guidelines. He explained that there is no immediate intention to increase investments based on the additional £5 million.

Cllr Taylor with reference to page 51, table 3 of the agenda pack requested clarification on the reason for the higher level of near term investments for 2021 compared to other years listed and whether this was due to the Governments Covid-19 response. Mr Catlow explained that there are multiple factors including the grants received as part of the Governments Covid-19 response.

Cllr Plant wished to note that she was pleased to see the inclusion of carbon reduction in the Strategy. She confirmed that there would be further investigation into environmental technology grants.

In a vote the following resolutions and recommendation were made:

RESOLVED

1. That the Treasury Management Policy Statement, the Treasury Management Strategy Statement, the Investment Strategy and relevant Indicators for 2021-22 be noted.
2. That the Council's Capital Strategy for 2021-22 to 2025-26 be noted.

RECOMMENDATION TO COUNCIL

That the documents referenced in 2.1 and 2.2 of the report are recommended to Council for approval.

110 **Off-Street Parking Proposals Response to Consultation**

Cllr Dignum introduced the item. Mrs Murphy then outlined the consultation process and the next steps were the recommendations to be agreed.

Cllr Sutton wished to note that there had been few if any objections to the increase in charges. He added that parking charges form an important part of the council's overall revenue.

In a vote the following resolutions were made:

RESOLVED

1. That following consultation as set out in section 8.0, the increase in car parking charges as set out in sections 5.1 of the report be approved.

2. That some further minor amendments to the Parking Order to provide further clarification on details relating to the use of the Council's car parks as set out in 5.2 of this report be approved.
3. That the Director of Growth and Place be authorised to give appropriate notice of any revised charges or changes as set out within this report pursuant to the Off-street Parking Places (Consolidation) Order 2020 and the Road Traffic Act 1984.

111 **Textile and WEEE Kerbside Collection Service**

Cllr Plant introduced the item. Mr Carter then explained that a number of coffee pod manufacturers wished to partner with local authorities in order to provide a full recycling provision. This would include the coffee pod capsules and the remaining coffee. The terms of the agreement would allow the trial to be extended to a 12 month period which to include next Christmas. He added that a number of other streams could be considered at a later stage including small batteries.

Cllr Plant then proposed an additional recommendation to delegate authority to the Divisional Manager for CCS, following consultation with the Cabinet Member for the Environment and CCS, to add further waste streams to the pilot where these are considered to be advantageous, and provided that doing so can be accommodated at no additional cost to the authority. She also wished to amend recommendation 1 to run a 12 month pilot. Both amendments had been seconded by Cllr Briscoe.

Cllr Taylor welcomed the inclusion of dustbin banners as part of the communications for the trial.

Cllr Briscoe asked whether there would be Government funding linked to the legislation. Mr Carter explained that the formal Environment Act legislation had been put back to May 2022 so it was unknown at this stage.

Cllr Dignum requested clarification on how the items would be put out for collection. Mr Carter confirmed that residents would be able to put a bin sack of items out every second recycling collection.

Cllr Wilding asked whether toners and ink cartridges would be included. Mr Carter explained that the approach would be to collect as much as possible initially prior to sorting what could be recycled.

Cllr Sharp had submitted a question but was not present so Cllr Lintill read the question out on her behalf. A written response was provided to Cllr Sharp after the meeting.

In a vote the following resolutions were made:

RESOLVED

1. That the commencement of a 12 month pilot for the kerbside collection of textiles and small Waste Electrical and Electronic Equipment (WEEE) be approved.

2. That an evaluation report on the pilot be brought back to Cabinet to determine whether or not the service should be made permanent.
3. That delegated authority be given to the Divisional Manager for CCS, following consultation with the Cabinet Member for the Environment and CCS, to add further waste streams to the pilot where these are considered to be advantageous, and provided that doing so can be accommodated at no additional cost to the authority.

112 Urgent Decision Notice - Local Restrictions Support Grant (open) Scheme (LRSG)

RESOLVED

That the Urgent Decision Notice be noted.

113 Urgent Decision Notice - Reopening High Streets Safely Fund

RESOLVED

That the Urgent Decision Notice be noted.

114 Late Items

There were no late items.

115 Exclusion of the Press and Public

Cllr Lintill proposed and read the part II resolution in relation to agenda item 12 which was seconded by Cllr Taylor.

The Cabinet then voted to go into part II.

RESOLVED

That with regard to agenda item 12 the public including the press should be excluded from the meeting on the grounds of exemption in Schedule 12A to the Local Government Act 1972 namely Paragraph 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)) and because, in all the circumstances of the case, the public interest in maintaining the exemption of that information outweighs the public interest in disclosing the information.

116 Land at Church Road, Chichester

Please note this item was discussed in part II and a recording was made.

Cllr Dignum introduced the item and drew members attention to the amendments circulated as a supplement to the agenda. He also wished to add an additional amendment to paragraph 5.3 of the report. Mrs McKay clarified the amendment.

A question was asked by Cllr Lintill. Mr Carter and Mr Bennett provided responses.

Cllr Sharp had submitted a question but was not present so Cllr Lintill read the question out on her behalf. A written response was provided to Cllr Sharp after the meeting.

In a vote the following resolution was made:

The resolutions set out in sections 2.1, as amended, and 2.2 of the report be approved.

The meeting ended at 10.26 am

CHAIRMAN

Date:

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Chichester District Council

CABINET

2 March 2021

Beach Management Plan 2021-2026

1. Contacts

Report Author:

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Cabinet Member:

Penny Plant – Cabinet Member for the Environment and Chichester Contract Services

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2. Recommendations to Council:

- 2.1. That Council gives authority to the Director of Planning and Environment to apply to the Environment Agency to draw down £250k per year of Flood Defence Grant in Aid for the Beach Management Plan (BMP).**
- 2.2. That Council approves the funding referred to in paragraph 2.1 above to be spent in line with the Beach Management Plan 2021-26 Schedule of Works shown at Table 1.**
- 2.3. That should the Beach Management Plan Schedule of Works, set out in Table 1, require amendment during this period, that authority to amend the schedule is delegated to the Director of Planning and Environment following consultation with the Cabinet Member for the Environment and Chichester Contract Services.**
- 2.4. That the Director of Planning and Environment be authorised to procure and award contracts for work in accordance with the BMP 2021-26 and Financial Standing Orders.**

3. Background

- 3.1. Works on the Phase 2 Beach Management Plan (BMP) 2016 to 2021, covering the beach frontage from Park Lane, Selsey to approximately 1 mile west of Shore Road, West Wittering will be completed by 31 March 2021. The works involve enhancing timber groynes on all CDC controlled frontages and recharging over 35,000t of new shingle at Selsey to enhance and protect the existing coast defence assets.

- 3.2. Phase 3 of the BMP 2021-26 for the CDC frontages is in the Environment Agency (EA) medium term plan. The business case has been submitted and officers have been advised that it has passed the Environment Agency's technical and financial assurance assessment.
- 3.3. A report was presented to Environment Panel on 23 November 2020 where it was resolved that the Environment Panel recommends to Cabinet approval of the Beach Management Plan 2021- 26 subject to funding from the Environment Agency.

4. Outcomes to be achieved

- 4.1. The 5 year BMP aims to provide a substantial improvement to the standard of protection offered to coastal communities. The Pagham to East Head Coastal Defence Strategy of 2008 clearly identifies the frontage policy as "Hold the Line" for the next 100 years, as does the North Solent Shoreline Management Plan of 2010. In order to achieve this aim investment in defences will be required throughout that period.

5. Proposal

- 5.1. Following successful submission of a business case to the Environment Agency to extend the Council's beach management works for at least a further five years, authority is requested to draw £250,000 of Flood Defence Grant in Aid (FDGIA) annually to undertake the works proposed in the BMP Works Schedule in Table 1 below. Works will be delivered during the autumn/winter of each financial year.
- 5.2. The Works Schedule over the five year period is likely to evolve in response to unforeseen natural processes on the beach such as storm damage but in principle will involve the same type of engineering works which have been carried out over the last ten years. Agreement is also sought that will enable any decisions to amend the Work Schedule to meet such unforeseen eventualities be delegated to the Director of Planning and Environment, following consultation with the Cabinet Member for the Environment.
- 5.3. The coastal engineering contracts for the BMP will be procured through competitive tender or a mini competition under a framework approved by the Council. The award of contracts for the works will be undertaken by the Director of Planning and Environment subject to following Council's Financial Standing Orders.

TABLE 1 – Construction costs

Selsey & Wittering Beach Management Plan Coastal Engineering Works 2021-2026				
No.	Location	Description	Est. Cost £k	Completion
1	Hillfield Road / Oval Road	7000 tonnes of shingle imported and placed	175	March 2022
2	Danefield Road, Selsey	7000 tonnes of shingle imported and distributed over 4 Groyne bays.	175	March 2023
3	East Bracklesham Drive, East Wittering	7000 tonnes of shingle imported and placed	175	February 2024
4	Hillfield Road / Oval Road	7000 tonnes of shingle imported and placed	175	March 2025
5	Danefield Road, Selsey	7000 tonnes of shingle imported and distributed over 4 Groyne bays.	175	March 2026
6	Whole frontage	Groyne improvements as required (£50k/year)	250	2021-2026

6. Resource and legal implications

- 6.1. Grant from the EA of £250,000 p.a. up to 31 March 2026 will be committed to the delivery of the BMP over the 5 year period. Over the 5 year term, the total grant is £1.25m; £1.125m is forecast to be available for construction costs, with £85,000 for consultant and staff costs and a further £40,000 as a project contingency, to be retained by the EA. Delivery of the scheme will be within existing staff resources.
- 6.2. The project will maintain Council assets by reducing erosion and flooding risk.

7. Consultation

- 7.1 In preparing the BMP, officers have liaised closely with the EA and Natural England. Officers have also consulted internally with Legal Services and the procurement team.

8. Community impact and corporate risks

- 8.1. Delivery of the scheme over the long term will sustain the standard of defence on CDC controlled open coast frontages that are seen as being most at risk. The improved defences will give greater security to coastal communities and enable them to face the future with greater confidence.
- 8.2. The risk that the proposal will not deliver the desired outcomes as set out in paragraph 4.1 is significant given the unpredictable forces of nature.

There can be no guarantee of prevention but this approach offers the best opportunity to improve coastal defences within the current financial restrictions.

9. Other Implications

	Yes	No
Crime & Disorder:		X
Climate Change: The proposed works will provide improved protection from the anticipated increases in sea level predicted from climate change.	X	
Human Rights and Equality Impact:		X
Safeguarding and Early Help		X

10. Background Papers

10.1. Selsey Wittering BMP 2021-26 Business Case September 2020

Chichester District Council

Cabinet

2 March 2021

Consideration of Consultation Responses Received on Chichester District Council's Draft Infrastructure Business Plan 2021-2026

1. Contacts

Report Author

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Cabinet Member

Susan Taylor – Cabinet Member for Planning Services

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2. Recommendation

2.1 That the Cabinet:

- (i) Reconsiders whether IBP/355 Bus Real Time Passenger Information screens phase 2 is necessary and represents value for money (Appendix 3).**

2.2 That subject to 2.1 above Cabinet recommend to Council that it:

- (i) Approves the proposed responses to the representations received as amended and subsequent modifications to the Draft Infrastructure Business Plan 2021-2026 as set out in Appendix 1; and**
- (ii) Approves the amended IBP including the CIL Spending Plan attached as Appendix 2.**

3. Background

- 3.1** The CIL Charging Schedule was adopted on 26 January 2016, and took effect from 1 February 2016. This draft Infrastructure Business Plan (IBP) 2021-2026, once approved by Council in March 2021 will replace the previous IBP 2020-2025.
- 3.2** The IBP was subject to consultation with the City, Town and Parish Councils; West Sussex County Council (WSCC); Neighbouring Planning Authorities including the South Downs National Park Authority; and key infrastructure delivery commissioners. The consultation ran from 7 October to 16 November 2020.
- 3.3** This report and its appendices were considered by the Development and Infrastructure Panel (DPIP) on 11 February 2021, after having been updated as a result of the Chichester District Growth Board on 8 January 2021.

- 3.4 The IBP prioritises the strategic infrastructure projects from the Infrastructure Delivery Plan (IDP) necessary to deliver the growth identified in the Chichester Local Plan, particularly within the five year period 2021-2026. It includes updates and new projects put forward by WSCC and the key infrastructure commissioners. Appendix A of the IBP (Appendix 2) includes the most up to date list of local projects which the City, Town and Parish Councils intend to deliver using their CIL contributions.
- 3.5 The IBP sets out the methodology for selecting which infrastructure projects have been prioritised for funding from the Community Infrastructure Levy (CIL) during the five year period from 2021 to 2026, which ones will be funded from S106/S278 agreements and which infrastructure projects are to be, or would need to be, funded from other sources.
- 3.6 The consultation resulted in responses being received from **WSCC, Chichester District Council**, and the following City, Town and Parish Councils: **Birdham; Chichester City; Chidham and Hambrook; Donnington; East Wittering and Bracklesham; Fishbourne; Loxwood; Southbourne; Wisborough Green** and the following key Infrastructure Commissioners: **Sussex Community NHS Foundation Trust; Sussex Police; Network Rail, and Highways England**. The consultation responses are summarised in Appendix 1 of this report.
- 3.7 Most of the consultation responses related to:
- Re-phasing/timing of projects;
 - Updates to the text of the IBP;
 - Change of project lead;
 - Projects to be deleted as they have been delivered or no longer required;
 - Amalgamation of projects;
 - Updated details/costs for the projects; and
 - New projects to be added.
- 3.8 Since the implementation of the CIL on 1 February 2016, £12,263,334 has been collected to date (3 December 2020). This includes £613,167 (5%), which potentially could have been used for monitoring (although only £238,204 was used as of the end of the last financial year), and £9,900,087 for District Council CIL spend. At the end of October 2020 the total amount handed over to Parishes was £1,945,246.
- 3.9 Projects delivered during 2020 from CIL and other funding sources include:
- IBP/324 Improvements to sports pavilion to meet needs of cricket club, Boxgrove;
 - IBP/33 additional equipment for playing fields and children's play areas, Donnington;
 - IBP/296 New Clubhouse incorporating indoor shooting range for Chichester Bowmen, Chichester;
 - IBP/305 Provision of artificial grass pitch, Southbourne;
 - IBP/340 Graylingwell Cycle route 1, Wellington Road/Oaklands Way, Chichester;
 - IBP/689 Highway alterations, Wisborough Green;
 - IBP/289 Local Drainage – Crooked Lane Surface Water Drainage Improvements, Birdham;

- IBP/766 – Playground surfacing improvements, Wisborough Green.
 - IBP/860 – New playground equipment at Broad Road, Chidham and Hambrook
 - IBP/818 Replacement Bus Shelter, Donnington
 - IBP/70 Lighting on Emperor Way, Fishbourne
 - IBP/68 Footpath parallel to Blackboy Lane, Fishbourne
 - IBP/317 increase in car parking at North Hall, Loxwood
 - IBP/612 Acquisition of land for a Community use, Chidham & Hambrook
 - IBP/699 Wheelchair access, Maybush Copse, Chidham & Hambrook
 - IBP/355 Real Time Passenger Information screens, Chichester City (Phase 1)
- 3.10 Chichester District Council Project IBP/287 - to raise the sea wall at Selsey is expected to be ready for delivery by 2026. £15m is being provided by the Flood Defence Grant in Aid towards protecting existing properties, and a further £5m CIL contribution is being requested to protect additional housing growth arising as a result of the Local Plan adopted in 2015. This project is expected to be ready for delivery in 2026/27 and will therefore need to be considered for inclusion within next year's draft CIL Spending Plan at the start of the new IBP process at the joint officers' group meeting in June 2021.
- 3.11 A number of updates have been made to the costing of Chichester Local Cycling and Walking Infrastructure Plan (LCWIP) projects, but no information is available about how much CIL will be required yet. Requests have been made for three new LCWIP projects to be added to the IBP: IBP/910 for a cycle route linking the bridge over the railway via Westgate to Orchard Street roundabout; IBP/911 for a range of key walking route improvements linked to cycle route west, and IBP/912 for a range of key walking route improvements linked to cycle route north. The amount of funding that is to be requested from CIL for these projects is not yet known. Close liaison is taking place with WSCC to ensure that Chichester District projects are co-ordinated with WSCC led projects.
- 3.12 The Sussex Police have put forward seven new projects IBP/892, IBP/893, IBP/894, IBP/895, IBP/896, IBP/897 and IBP/898 all of which are for Automatic Number Plate Recognition Cameras along key stretches of the highway network, which could be implemented from 2021. These projects will also need to be considered in June 2021 for inclusion within the 2022 CIL Spending Plan. It should be noted that the Growth Board were concerned about whether these should be prioritised for funding above other more strategic projects.
- 3.13 With regards to existing projects, WSCC has provided updates as set out below:
- The technical work for IBP/349 A286 Birdham Road/B2201 (Selsey Tram Roundabout) junction has been put on hold. This is to ensure that any work on this junction is in line with the emerging work on the Local Plan Review. The project has therefore been moved from 2020/21 to 2022/23 pending further review;
 - That IBP/354 (Bus lane along A259 approaching Bognor Road Roundabout going from Green Lane north to the Springfield Park junction taking into account the developers proposed scheme at Springfield Park) is subject to change, as it is part of WSCC's A259 Chichester to Bognor corridor feasibility study that is expected to start 2021/22 as a STIP priority. This is progressing and is expected to be ready for implementation within the next five years, so once the year it is needed has been confirmed, it will need to be considered in June 2021 for inclusion within the 2022 CIL Spending Plan. The cost for this project has increased from £1.2m to £2.28m;

- That IBP/332 school places Manhood Peninsula and associated IBP/659 (school access improvements – drop off and pick up arrangements at expanded primary schools – Manhood Peninsula) are moved back from 2021/2022 to 2024/25 as current pupil trends indicate that this mitigation is not yet required;
- That IBP/330 school places Chichester locality and associated IBP/657 (school access improvements – drop off and pick up arrangements at expanded primary schools (Chichester locality) are moved back from 2021/2022 to 2024/25 as current pupil trends indicate that his mitigation is not required yet;
- Phase 1 IBP/355 Real Time Passenger Information (RTPI) screens at Chichester City has been completed, it came in under budget (by £6,627.89) at £53,372.11 rather than £60,000. Phase 2 is now being prepared.
- IBP/353 Sustainable transport corridor – City Centre to Westhampnett needs to be moved from 2020/21 to 2022/23. Although feasibility work is ongoing the project is dependent on pinch point funding that has been suspended;
- IBP/710 Reconfiguration/improvement of Westhampnett Waste Transfer Station/Household Waste Recycling Site is progressing and the initial feasibility work will be funded from S106 collected in Arun. However, the first phase of the project will need to be moved from 2020/21 to 2021/22, and phase 2 from 2021/22 to 2022/23;
- IBP/665 Phase 1 of the Chichester Road Space Audit has been reduced from £500,000 to £100,000.

3.14 Earlier in the year, the West Sussex Coastal Clinical Commissioning Group (CCG) expressed that they no longer wished to pursue IBP/398 Medical Centre planned for the new strategic development at Whitehouse Farm, West of Chichester City, where £1,750,000.00 was selected for CIL spend in 2020/21. The CCG explained their reasons as follows:

- In 2012 West Sussex Primary Care Trust identified a need for additional GP surgery provision to support future housing growth in the city. An opportunity was identified to consider a new GP Practice at the West of Chichester strategic development site.
- Whilst land has been secured for a GP surgery as part of the West of Chichester scheme, there is no obligation on the Clinical Commissioning Group (CCG) to progress any specific option.
- The CCG concluded that a new GP practice in the west of the city is not a suitable option to improve patient care. This follows engagement with the Council over the last 2 years to explore the options that were available. The GP's also own their own surgeries and can meet their needs through expanding their existing premises quickly.
- The CCG consequently decided that developing current sites where possible and then a future joint health services option was the preferred option. This means that a new branch surgery in West of Chichester has been superseded, as aspects such as doctors/healthcare staffing and duplication of support services is not the best use of resources.

- The CCG recognise that improvements to existing surgeries are subject to securing planning permission but believe there are clear benefits for patients and the local community, allowing for capacity growth and supporting improved GP access.
- Consequently in terms of the CCG's requests for CIL funding, project IBP/398 could not adequately meet their future needs and a better solution is considered by the CCG to be expansion of existing surgeries in Southbourne (IBP/726) and Chichester City (Parklands and Langley House) (IBP/877) and to relocate the Cathedral Practice surgery into a health hub within the Southern Gateway master redevelopment (IBP/773).
- The offer of the Southern Gateway was preferred due to its central location to support additional housing growth and would provide a longer term Integrated Care Facility which fits NHS requirements more closely.

3.15 A 'virtual' meeting took place on 23 July 2020 with senior officers' and councillors' of Chichester District Council, West Sussex County Council and the CCG. The CCG gave a clear explanation to all those present about their rationale for changing their strategy.

3.16 Through the consultation of this draft IBP the Sussex Community NHS Foundation Trust have expressed their commitment to the establishment of IBP/773 (new health hub at the Chichester Southern Gateway) and have provided more details about what the health hub would provide, and the benefits of a contribution from the CIL towards this project. The Growth Board requested further information about how much CIL they would need, and in what year the project would be delivered so that it could be included in the five year CIL Spending Plan. At the time of writing this report a reply has not yet been received, so the best information from the Southern Gateway project team has been included, which is up to £3m CIL for year 2022/23.

3.17 The Growth Board was concerned that a strategy of expanding existing surgeries might not be the best approach for the future based on the experience of covid and requested that the health authority be approached to confirm if they still wish to pursue this approach. At the time of writing this report a reply has not yet been received, so the projects to expand existing surgeries and the health centre within the Southern Gateway are still included within the IBP.

3.18 The effect of changes required to the IBP CIL Spending Plan as a result of this consultation, together with adjustments relating to the amount of CIL expected to be collected in relation to the housing trajectory of July 2020 are shown in appendix 2.

4. Issues raised by the Development Plan and Infrastructure Panel

4.18 The Development and Infrastructure Panel (DPIP) shared the Growth Board's concerns about the changes to local healthcare provision particularly as it has not yet been demonstrated that the existing surgeries can be expanded. DPIP were also concerned about what the fall-back position would be if the Southern Gateway Health Hub cannot be delivered and requested that the Council's reply to the NHS response in Appendix 1 be amended to reflect these concerns. DPIP also asked at

what point it would be too late to reinstate the original project IBP/398 Medical Centre planned for the new strategic development at Whitehouse Farm. Officers can confirm that the land at Whitehouse Farm will continue to be reserved for health care use by a Health Commissioning Body up until the occupation of the 500th dwelling or a longer period by agreement with the owner and the Council. If a Health Commissioning Body confirm that they do not wish to purchase the land then a change of use would need to be sought via a new planning application.

- 4.19 DPIP has asked Cabinet to consider whether phase 2 of IBP/355 Real Time Passenger Information (RTPI) screens at Chichester City is necessary and value for money (The background to this is set out within Appendix 3);

5. Outcomes to be Achieved

- 5.1 The IBP is reviewed and rolled forward annually. It includes all the key infrastructure projects within the Local Plan area, monitors their progress and identifies which infrastructure projects have been selected to be funded from the District Council's CIL in the five year period, together with the City, Town and Parish Councils' CIL spending plans. Through the production of the IBP, the Council can prioritise the infrastructure that will be delivered utilising CIL funds to meet the needs generated by development

6. Proposal

- 6.1 The purpose of this report is to consider the representations received as a result of the consultation and suggested modifications to be made to the IBP as highlighted in this report and Appendix 1, and the updated IBP 2021-2026 and CIL Spending Plan Appendix 2.

7. Alternatives Considered

- 7.1 The alternative is not to have an IBP, or not to have a formal process for selecting projects to be funded from the CIL. The disadvantage of this approach is that it does not provide 'up front' certainty about which infrastructure projects will be funded, and no guarantee that the infrastructure delivery commissioners will be able to provide the infrastructure in time to accompany the growth of the area. It also ignores the need to work in partnership with the County Council and parish councils.

8. Resource and Legal Implications

- 8.1 The projects allocated for CIL funding must be published and monitored in the new Infrastructure Funding Statement to conform to the 2019 CIL Regulations.

9. Consultation

- 9.1 The projects within this IBP were identified through consultation with West Sussex County Council, key infrastructure providers, and the City, Town and Parish Councils.

10. Community Impact and Corporate Risks

10.1 The IBP provides transparency about which CIL projects have been prioritised for funding between years 2021-2026. It will enable the Council to have more control over the timely delivery of infrastructure. The risks are as follows:

- Outbreaks of pandemic slowing anticipated rates of development;
- Requests to defer CIL payments under CIL Covid-19 measures;
- Changes needed to the payment by instalment policy resulting in a delay in collecting CIL receipts;
- Changes to the CIL regime, resulting in less money being collected;
- Other sources of funding fail to materialise;
- Consensus not achieved over CIL spend;
- Infrastructure delivery commissioner(s) funding priorities change;
- That the infrastructure to be provided is insufficient to mitigate the impact of development.

11. Other Implications

	Yes	No
Crime and Disorder		✓
Climate Change and Biodiversity		✓
Human Rights and Equality Impact		✓
Safeguarding and Early Help		✓
General Data Protection Regulations (GDPR)		✓
Health and Wellbeing		✓

12. Appendices

Appendix 1: Summary of Representations and Proposed Modifications to the IBP

Appendix 2: IBP 2021-2026 (electronic copy) CIL Spending Plan extract printed.

Appendix 3: Consideration of whether IBP/355 Bus Real Time Passenger Information screens is necessary and value for money.

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Chichester District Council

Cabinet

2 March 2021

**Local Plan Review - Responses to Preferred Approach:
Part 2 Development Management Policies, Policies Map,
Habitats Regulation Assessment and Sustainability Appraisal**

1. Contacts

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2. Executive Summary

This report sets out the representations received to the Local Plan Review Preferred Approach Part 2 - Development Management (DM) Policies, Policies Map, Habitats Regulation Assessment (HRA) and Sustainability Appraisal (SA). The representations received in respect of each are summarised individually at Appendix 1, together with the Council's proposed response.

3. Recommendation

That Cabinet recommends to Council

1. That:

- a. **The Summary of Representations included as Appendix 1 to this report is noted.**
 - b. **The proposed Council responses to the representations set out in that document are agreed for publication on the Council's website.**
 - c. **The Director of Planning and the Environment is authorised, following consultation with the Cabinet Member for Planning Services, to make minor amendments to the Summary of Representations and Responses prior to its publication.**
- 2. That the issues raised in the Summary of Representations document and the other relevant issues summarised in section 9 of this report are noted as key considerations for the ongoing production of the Local Plan.**

4. Background

- 4.1 On 20 November 2018, Council approved the publication of the Preferred Approach Plan along with supporting documents for an 8 week period of public consultation, from 13 December 2018 until 7 February 2019.
- 4.2 The consultation documents consisted of five components:
1. A key policies consultation document: Draft Local Plan Review 2016-2035 Preferred Approach. This document set out the overall strategy; area based strategic policies and development management policies for the Local Plan area.
 2. A schedule of proposed changes to the Policies Map.
 3. An initial Sustainability Appraisal (SA). This document included an assessment of the social, environmental and economic impacts of options for policies, considered against the sustainability objectives;
 4. A Habitats Regulations Assessment (HRA) to consider the implications of the Plan on sensitive designated ecological assets.
 5. Supporting evidence studies covering a range of topics, including transport, infrastructure requirements, landscape sensitivity, water quality and capacity and housing and employment land requirements.
- 4.3 The Preferred Approach Plan was prepared taking account of matters raised in the Issues and Options consultation undertaken in the summer of 2017, the input of officers in other relevant services within the Council and meetings of the Council's Development Plan and Infrastructure Panel.

5. Purpose of this Report

- 5.1 A summary of representations and the Council's proposed responses to Part 1 of the Local Plan Review: Preferred Approach were seen and endorsed by Cabinet and Council on 3 October 2019. Whilst it was always the intention to provide the same information in respect of Part 2, as the Part 2 Development Management (DM) policy responses are less likely to inform the strategic direction of the plan, work has been prioritised first where it is fundamental to the progress of the Local Plan; namely a robust evidence base which will provide the justification for strategic, allocation and development management policies. There has been on-going consideration of the responses to the SA and HRA as work on the Local Plan has progressed.
- 5.2 However, while work on the Local Plan strategy is continuing (and is the subject of another report on this agenda), it is now appropriate for Members to be aware of the

Part 2 consultation responses and the way in which the Council proposes to address them. Therefore, the purpose of this report is to inform members about the consultation responses received in respect of the DM policies which can be found in Part 2 of the Preferred Approach Plan (pages 134 – 205) and the supporting policies map, HRA and SA.

- 5.3 Appendix 1 of this report provides a summary of the responses received for each policy (policies DM1 – DM35), followed by the Council's proposed response to the comments received. Comments on the policies map, HRA and SA are also summarised and responded to.
- 5.4 Consultation responses are categorised into comments, support and objections. In some cases, it has been appropriate to suggest an amendment to the policy (or supporting text) and the comment can be addressed straight away. In other cases, further work will need to be carried out to determine whether it is appropriate to amend a policy, map or document. This will be based on the latest evidence available and the advice of stakeholders or technical advisors. Where further work is required, it is set out in the Council's response at Appendix 1.
- 5.5 Notwithstanding the need for some further discussions, it is not considered that the consultations received raise highly contentious or insurmountable issues which would prevent the Local Plan from progressing. In many cases, respondents are suggesting word changes to provide greater clarity or emphasis and this can be addressed quite easily. However, there are some issues which cannot be addressed until we have taken specialist advice or received the latest technical report. This includes responses on rural exception sites, gypsies and travellers, retail, sustainable design and construction and air quality. The responses received on the SA and HRA will also need to be considered by the specialists carrying out this work, to ensure that all regulatory requirements are met.
- 5.6 It is also important to note that the DM policies often relate to matters where technology and/or trends are evolving all the time, for example, renewable energy and retail. It is therefore important to ensure a balance between certainty in terms of the application of the policy and also the ability to future-proof the policy so that it remains relevant over the entire plan period.
- 5.7 More detailed information on the consultation process and a breakdown of the outcomes were set out in the report considered by Cabinet and Council in December 2019.

6. Outcomes of the Consultation

- 6.1 Part 2 of the Local Plan Review: Preferred Approach contained 35 Development Management policies, the policies map, the HRA and the SA. The number of representations, in comparison with the other consultation documents, is summarised in the table below.

Consultation responses received to Local Plan Review Preferred Approach

	Representations	Support	Object	Comment
Part 1	2742	389	1444	909
Part 2	401	92	136	173
Appendices to document	25	1	12	12
Sustainability Appraisal	17	0	2	15
Policies Map	20	4	6	10
Habitats Regulations Assessment	3	0	0	3

- 6.2 The consultation portal, available on the Councils website at <https://chichester.jdi-consult.net/localplan/> sets out a web based version of the Plan which includes all the comments made in response to the consultation. In addition, summaries of all representations have been prepared and are also available on the Councils website at <https://www.chichester.gov.uk/article/30923/Preferred-approach---consultation-December-2018>.

7.0 Issues Raised

- 7.1 The key issues raised in the representations are outlined at paragraph 7.3 of this report. Members should, however, review the full schedule of representations set out in the accompanying summary document and consider the draft Council responses to them.
- 7.2 In terms of the number of representations received, the DM policies which received the most responses were: DM2 (Housing Mix); DM3 (Housing Density); DM8 (Transport, Accessibility and Parking); DM16 (Sustainable Design and Construction); DM24 (Air Quality); DM28 (Natural Environment); DM29 (Biodiversity) and DM32 (Green Infrastructure).
- 7.3 The key issues raised in the representations include the following:
- a) Policies should allow for an increase in affordable homes and the flexibility to provide a wider mix of homes which has regard to local and site specific circumstances;
 - b) Allow the flexibility to increase site density where appropriate;
 - c) Further consideration should be given to alternative modes of transport to reduce the need to travel by car and the subsequent impact on air quality;
 - d) Policy should encourage highest standards of energy efficiency for all homes;

- e) Concern that Air Quality Management Areas (AQMAs) will deteriorate as a result of proposed plans, requirement for greater monitoring of AQMAs and for proposals to reduce the impact of additional development on AQMAs;
- f) Views of the Chichester Harbour Area of Outstanding Natural Beauty should be protected and more emphasis should be placed on avoiding impacts rather than mitigation;
- g) Policy should be strengthened to prevent loss of biodiversity rather than mitigation. Biodiversity net gain should be encouraged;
- h) Strengthen policy to be more positive and to ensure that green infrastructure is multifunctional. In addition, green infrastructure connections should be improved to ensure spaces function and deliver benefits.

8.0 Resource and Legal Implications

- 8.1 The publication of the Part 2 consultation responses on the Council's website does not have any additional resourcing implications, over and above the Local Plan Review budget already agreed for this work.
- 8.2 The preparation of the Local Plan Review has to follow the requirements of the 2004 Planning and Compulsory Purchase Act 2004 and associated regulations. The Town and Country Planning Act (Local Planning) (England) Regulations 2012 are of particular relevance.

9.0 Consultation

- 9.1 The outcomes of the Preferred Approach consultation are set out in full on the Council's website. A report setting out key issues and proposed responses to Part 2 of the draft Plan is included as Appendix 1 to this document.

10.0 Community Impact and Corporate Risks

- 10.1 The Local Plan Review is likely to have significant implications for many communities in the plan area. Consultation will need to be handled sensitively.

11.0 Other Implications

	Yes	No
<p>Crime and Disorder</p> <p>The NPPF requires that Local Plans should develop robust and comprehensive policies that set out the quality of development that will be expected for the area, and that planning policies should ensure that developments create safe and accessible environments where crime and disorder and the fear of crime do not undermine quality of life or community cohesion.</p>	x	
<p>Climate Change and Biodiversity</p> <p>The NPPF identifies the mitigation and adaptation to climate change, and improvements to biodiversity, as fundamental issues to address in order to deliver sustainable development. Local Plans are expected to adopt proactive strategies to mitigate and adapt to climate change in line with the provisions and objectives of the Climate Change Act 2008, and to co-operate to deliver strategic priorities which include climate change. Plans should also seek to minimise the impacts on and provide net gains for biodiversity.</p>	x	
<p>Human Rights and Equality Impact</p> <p>The Equality Act 2010 sets statutory duties on public bodies such as local authorities with regard to promoting equality and reducing inequalities of outcome. To ensure that the statutory requirements are achieved, it is intended to undertake and publish an equality impact assessment which will be published as one of the supporting documents when the Local Plan Review is submitted to the Secretary of State for formal examination.</p>	x	
Safeguarding and Early Help		x
General Data Protection Regulations (GDPR)		x
<p>Health and Wellbeing</p> <p>The NPPF states that planning policies and decisions should aim to achieve healthy, inclusive and safe places</p>	x	

12.0 Appendices

Appendix 1 – Preferred Approach Local Plan Part 2: Summary responses and Council’s initial response

Chichester District Council

CABINET

2 March 2021

Revised Local Development Scheme 2021-2024

1. Contacts

Report Author

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2. Recommendation

2.1 That Cabinet recommends to Council that it approves the revised Local Development Scheme.

3. Background

3.1 The Council's Local Development Scheme (LDS) was previously updated and approved by Council for publication in September 2019.

3.2 The LDS is kept under review as it is a statutory requirement. Updates are published on the Council's website so that the local community and developers are kept informed of the current timetable for producing planning policy documents during the rolling three year timeframe. The Government has recently emphasised the importance of providing clear timetables for the progression of plans. It is therefore necessary to amend the LDS to take account of changes to the timetables of any of the Development Plan Documents. The updated version of the LDS covering the period 2021-2024 is attached as Appendix 1.

3.3 The LDS contains information about the current Development Plan for the Chichester Local Plan area. It provides a profile for each of the Development Plan Documents (DPD) to be prepared, and a timetable for each main stage of documentation production, including public consultation stages. The LDS also contains information on other documents including Neighbourhood Plans and the Community Infrastructure Levy.

3.4 The LDS will be used to monitor the Council's progress in producing planning policy documents as part of the Authority's Monitoring Report.

4. Progress with the Plan

- 4.1 Since the consultation on the Preferred Approach Plan closed in February 2019, the Council has been progressing the Local Plan in response to the issues raised in that consultation and other relevant matters.
- 4.2 Transport and the A27 have always been recognised as key considerations for the emerging Local Plan. The Preferred Approach Plan identified the Stockbridge Link Road as necessary infrastructure to mitigate the impacts of expected growth. Proposals for this and other improvements to the A27 were set out in the accompanying report *Transport Study of Strategic Development Options and Sustainable Transport Measures*. Following concerns over the financial and environmental impact of the road, transport consultants Stantec were asked to investigate alternatives to the link road, and identified a different approach utilising revised works to Stockbridge Roundabout. Following testing, the alternative was ultimately found to not be capable of mitigating the impacts of growth. It is envisaged that this report will be finalised and made available on the Council's website later this month.
- 4.3 The route envisaged for the Stockbridge Link Road (SLR) crosses land largely owned by West Sussex County Council, which it promoted for development to Chichester District Council in 2018 and was subsequently proposed to be allocated in the Preferred Approach Plan. Following the work conducted by Stantec outlined in paragraph 4.2 of this report which concluded that the Stockbridge Link Road was a necessary part of mitigating the impact of the expected level of development, officers discussed further with West Sussex County Council the availability of the land for development and how a link road may be delivered. The County Council has now confirmed its position by letter on 17 December 2020, a copy of which forms Appendix 2 to this report.
- 4.4 Therefore more detailed feasibility work, including an assessment of the impacts of the proposed road, will be required before the Plan can be finalised. In addition, further transport work will evidence when the necessary junction improvements will be required, and further discussions will be held with potential funding organisations. Finally, work will progress on a Statement of Common Ground with Southern Water, evidencing their position on the capacity of waste water treatment infrastructure and the feasibility of expansion to serve new growth. Taken together, this will enable a further report to be prepared for the Council to consider the progress to date of testing if the total needs identified for the plan area can be met and hence, if it is reasonable to continue with the full infrastructure package identified in the Preferred Approach Plan or, to pursue an alternative approach with the Plan recognising the extent to which development may be constrained.
- 4.5 This is going to take more time than previously envisaged for the Local Plan Review, and this is reflected in the Local Development Scheme. It is envisaged that following approval by the Council the timetable will be placed on the Council's website, with more detail on the *Local Plan Timeline* page. Details of the new timetable, and the reasons for it, will be included in the regular Local Plan newsletter which the Council has initiated in 2021.

5. Outcomes to be achieved

- 5.1 The revised LDS, which covers the period 2021-2024 details the current Development Plan and proposals for new documents for the Chichester Local Plan area. Its purpose is to help manage workloads, resource requirements and enable the public and other interested parties to know when they are able to take part in the planning policy process.

6. Proposal

- 6.1 There are a number of areas where it is proposed to update the LDS, which include amending the timetables for the Chichester Local Plan Review and the supporting Allocations DPDs. Other relevant sections of the LDS to be amended are addressed below.

Section 3 – The Planning System

- 6.2 The Government revised the NPPF in February 2019 which is a material consideration in decision-making and continues to confirm that the planning system is “plan-led”.

Section 4 – The Current Development Plan

- 6.3 Additional documents that now comprise the Development Plan include the Site Allocation Development Plan Document representing the second and 'daughter' document to the adopted Chichester Local Plan: Key Policies 2014 – 2029. The Site Allocation Development Plan Document was adopted on 22 January 2019.

Section 5 – Interim Position Statement for Housing Development

- 6.4 At the current time, the Council is not able to demonstrate a five year supply of housing as required by national policy. On that basis an Interim Position Statement for Housing Development (IPS) has been prepared to set out how the Council is taking a proactive approach in seeking to boost its supply of housing, and draws together adopted and emerging plan policies to help guide development to the most sustainable locations in the Plan area. The IPS does not form part of the current Development Plan, however it is a material consideration in the determination of planning applications at the current time. It was approved for use by Planning Committee on 4 November 2020.

Section 6 – Development Plan Documents - Timetable

- 6.5 Progress on the Local Plan Review has been reported to Members on a regular basis. There remains a need for further significant evidence to enable the Council to finally conclude an appropriate development strategy and in particular, whether the full identified need for development set by Government can be met. Key to this is the capacity and deliverability of additional investment on the A27. It is anticipated that an initial informed position on this can be considered in summer 2021, with a formal consultation on the Proposed Submission Plan in March 2022. Following submission of the Plan to the Secretary of State and subject to the

examination of the Local Plan Review, it is currently anticipated that the adoption of the Chichester Local Plan Review will be in March 2023.

Other Development Plan Documents

- 6.6 The LDS also contains details of the Site Allocations DPD, which will allocate land for development needs identified in the Local Plan Review, such as non-strategic housing, employment and gypsy and traveller sites. The current timetable for preparation of two supplementary planning documents (SPD) relating to pollution is also identified, one relating to air quality and other to noise. It is intended that these latter documents will be consulted upon at the same time as the Submission version of the Local Plan Review but that they would not be adopted until after the Local Plan Review has completed the examination process and been adopted in its own right.
- 6.7 The LDS also sets out details of the Gypsy, Traveller and Travelling Showpeople Site Allocations DPD which will allocate sites to meet identified needs for gypsy and traveller pitches, and travelling showpeople plots in the Plan area. Initial work commenced on 18 December 2020 via correspondence to consultees on the Local Plan database notifying them of the Council's intention to prepare the DPD.

7. Alternatives Considered

- 7.1 Preparing a Local Development Scheme is a statutory requirement. Considerable thought has been given to how the delivery of the Plan could be expedited, but in light of key infrastructure concerns and advice received from the Planning Advisory Service, the timetable as set out here is considered to represent the quickest realistic timetable to producing a Local Plan which can be found sound at Examination.

8. Resource and Legal Implications

- 8.1 The proposals in this report do not have any immediate resourcing implications for the Council over and above the budgets already agreed for this work. In light of additional work required for the Local Plan the budget is being reviewed and Members will be advised accordingly.
- 8.2 The preparation of the Local Plan Review has to follow the requirements of the 2004 Planning and Compulsory Purchase Act 2004 and associated regulations. The Town and Country Planning Act (Local Planning) (England) Regulations 2012 are of particular relevance.

9. Consultation

- 9.1 There is no requirement for consultation on the LDS. The intention is for the LDS to be placed on the Council's website, with more detailed updates provided as appropriate.

10. Community Impact and Corporate Risks

- 10.1 The production of the Chichester Local Plan Review, Site Allocation DPD, Gypsy and Traveller DPD and SPDs requires formal consultation with the public and a wide range of stakeholders to ensure that all potential community impacts and views are considered

11. Other Implications

Are there any implications for the following?		
	Yes	No
Crime and Disorder The NPPF requires that local plans should develop robust and comprehensive policies that set out the quality of development that will be expected for the area, and that planning policies should ensure that developments create safe and accessible environments where crime and disorder, and the fear of crime, do not undermine quality of life or community cohesion.	X	
Climate Change and Biodiversity The NPPF identifies the mitigation and adaptation to climate change, and improvements to biodiversity, as fundamental issues to address in order to deliver sustainable development. Local plans are expected to adopt proactive strategies to mitigate and adapt to climate change in line with the provisions and objectives of the Climate Change Act 2008, and to co-operate to deliver strategic priorities which include climate change. Plans should also seek to minimise the impacts on and provide net gains for biodiversity	X	
Human Rights and Equality Impact The Equality Act 2010 sets statutory duties on public bodies such as local authorities with regard to promoting equality and reducing inequalities of outcome. To ensure that the statutory requirements are achieved, it is intended to undertake and publish an equality impact assessment which will be published as one of the supporting documents when the Local Plan Review is submitted to the Secretary of State for formal examination.	X	
Safeguarding and Early Help		X
General Data Protection Regulations (GDPR)		X
Health and Wellbeing The NPPF states that planning policies and decisions should aim to achieve healthy, inclusive and safe places	X	

12. Appendices

- 12.1 Appendix 1 – Revised Local Development Scheme 2021-2024
 12.2 Appendix 2 – Letter from West Sussex County Council December 2020

13. Background Papers

- 13.1 None.

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Chichester District Council

THE CABINET

2 March 2021

Section 106 Allocation for Chichester Community Development Trust

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2. Recommendation

- 2.1 That the Cabinet recommends to Council the release of £141,250 Section 106 Sport and Leisure monies plus interest accrued to the date of release to Chichester Community Development Trust**

3. Background

- 3.1 Chichester Community Development Trust (CCDT) is a charity and company limited by guarantee set up in 2009 as a requirement of the sale of Graylingwell Hospital to Linden Homes and Affinity Sutton. CCDT work hard to represent the needs of the Graylingwell community and have taken responsibility for planning and negotiating for community buildings and led on the development of a sustainable community. CCDT was also asked to represent the new community at Roussillon Park after the sale of the old barracks in 2010 and since then, Chichester Community Development Trust has ensured the successful completion of numerous community buildings and delivered many community development projects, events and activities.
- 3.2 Chichester Community Development Trust (CCDT) is taking ownership of the original sales building on Havenstoke Park and are seeking funding to transform it into a health and wellbeing hub.

4. Outcomes to be Achieved

- 4.1 The repurposing on the sales building will provide a health and wellbeing hub in the heart of the Graylingwell development, accessible for the whole community and surrounding areas offering a range of sport, health and wellbeing events and activities.
- 4.2 This project will have a range of positive impacts on the immediate beneficiaries, their families, and the community. Participation in sporting activities will increase self-confidence and raise the aspirations of young people. The project will equip them

with transferable skills such as teamwork and leadership to support their personal development. It will improve relations between young people and the wider community through the development of joint projects which will benefit themselves and others. Sport and leisure activities can also be used to help break down community tensions between private and social housing tenants.

- 4.3 Enrolment and feedback/ evaluation reports will be produced and numbers/breakdown of numbers will be reported in the CCDT annual review and made available to all funders/partners/stakeholders.

5. Proposal

- 5.1 The conversion of the original sales building on Havenstoke Park will provide a health and wellbeing hub for Graylingwell residents and the surrounding communities.

- 5.2 The community asked for this space and the Trust has worked with a team of practitioners and members of the community, who have offered support - financially and with time and expertise. The hub will offer a range of sport, exercise, health and fitness opportunities. It will provide sporting and community opportunities for young people and will create programmes to tackle social isolation. Any profits secured from the project will be used to offer free or subsidised activities for those facing financial hardship.

- 5.3 Within six months, the digital provision of services will offer free-to-access online content, advice and live sessions. Physical activities will be underway, in full compliance with social distancing regulations.

- 5.4 CCDT hopes to help 1500 people towards healthier lifestyles within the first six months and provide revenue for 50 self-employed practitioners. In addition, the Pavilion will engage 60 volunteers, providing valuable work experience to those who may be unemployed or economically inactive.

- 5.5 All other partnership funding for the project has been confirmed with the exception of the Section 106 money. If this funding is agreed, it is anticipated that the project will take 5-6 months to complete.

6. Alternatives Considered

- 6.1 Further works will be carried out and paid for by the developer as part of the planning obligations to extend the rear of the building to provide changing facilities for the sports pitches to be provided on Havenstoke Park in the near future.

7. Resource and Legal Implications

- 7.1 The overall cost of the project is £727,900. This cost includes the asset value of the transfer of the building to CCDT as a freehold asset with peppercorn rent, and CCDT core costs for the project delivery at circa 8%.

7.2 Funding has been secured as follows for the project:

Funding Source	Amount
Vistry Homes	£436,000
Co-Op Spaces fund	£19,900
Residents donations	£10,500
CCDT	£115,250
CDC New Homes Bonus	£5,000
TOTAL	£586,650

7.3 There is currently an unallocated Section 106 Sport and Leisure contribution of £205,079.93 from the Graylingwell development (08/03533). CCDT have requested that £141,250 be allocated from these available funds to address the project deficit.

8. Consultation

8.1 There is wide public support for this project from the residents at Graylingwell Park and neighbouring areas and from many groups, clubs and voluntary organisations who wish to continue to deliver existing and new activities in the area. The building was a key part of the development plan that fed into the planning approval for Graylingwell Park. A survey conducted by CCDT in early 2020 resulted in 53% of respondents identifying the desire for activities focusing on physical and complementary health with suggestions including mind and body health, cycling club, yoga, Pilates, nature walks, table tennis, zumba, dance and mind and body fitness.

8.2 Consultation has taken place with the Cabinet Member for Community Services and Culture and the local ward Members who are supportive of the proposed allocation of Section 106 money for the identified project.

9. Community Impact and Corporate Risks

9.1 It is envisaged that the community impact of this project will be very positive through the provision of additional activities to benefit physical and mental health and wellbeing and the project provides additional opportunities to help address existing tensions between certain groups in the local community.

10. Other Implications

	Yes	No
Crime and Disorder This project could have a positive impact on Crime and Disorder through community projects which may help to exist existing community tensions	X	
Biodiversity and Climate Change Mitigation		X
Human Rights and Equality Impact		X
Safeguarding and Early Help		X
General Data Protection Regulations (GDPR)		X
Health and Wellbeing This project will have a positive impact on health and wellbeing by providing and encouraging local residents to take part in a range of health and wellbeing activities	X	
Other (please specify)		

11. Appendices

11.1 None

12. Background Papers

12.1 None

Chichester District Council

THE CABINET

2 March 2021

Senior Staff Pay Policy Statement 2021-2022

1. Contacts

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2. Recommendation

- 2.1. That the Council be recommended to publish the Senior Staff Pay Policy Statement 2021-2022.**

3. Background

- 3.1. Since 2012 the Council has been required by section 38 (1) of the Localism Act 2011 (the Act) to publish an annual pay policy statement concerning its statutory and non-statutory Chief Officers and senior staff immediately reporting to them. This statement must be approved by Full Council in accordance with guidance published by the Ministry of Housing, Communities & Local Government under section 40 of the Act.

4. Outcomes to be Achieved

- 4.1. Complying with the employment requirements of the Act so as to demonstrate transparency in relation to pay policies affecting statutory and non-statutory Chief Officers and their deputies

5. Proposal

- 5.1. That the Council publishes the Senior Pay Policy Statement (attached as Appendix A) and the associated appendices (1 to 11). Senior staff, for Localism Act purposes, constitutes the Chief Executive, four Directors including the Section 151 Officer, the Monitoring Officer and those senior officers reporting to them. The bases for pay and other forms of remuneration for the above staff, including at recruitment and in redundancy situations, are included in this Statement and its appendices. All the appendices will be published as part of the Statement but where they are unchanged (this applies to appendix 10 Training & Development Policy only) since last year's approved report to Council on the 3 March 2020, they are not being re-printed here but can be viewed online on the Council's website:
<http://www.chichester.gov.uk/article/24175/Transparency-of-Senior-salaries>

6. Alternatives Considered

6.1. Not applicable as this is a legislative requirement.

7. Resource and Legal Implications

7.1. None.

8. Consultation

8.1. Consultation with Staff and Employers Side representatives of the Joint Employee Consultative Panel (JECP) took place prior to the inaugural Statement in 2012. All officers within the scope of the statement have been advised of this.

9. Community Impact and Corporate Risks

None

10. Other Implications

	Yes	No
Crime and Disorder		No
Climate Change and Biodiversity		No
Human Rights and Equality Impact An impact assessment has been carried out by the HR section. The impact of the statement is neutral. However it will further ensure that all decisions made about senior staff pay and benefits are made in a fair, transparent and accountable way.	Yes	
Safeguarding and Early Help		No
General Data Protection Regulations (GDPR)		No
Health and Wellbeing		No
Other (please specify)		

11. Appendices

11.1. Appendix A: Senior Staff Pay Policy Statement (and its appendices 1 – 11 as listed below)

11.2. Appendix 1 to Statement: Chief Officers & Deputies Pay and Benefits Schedule

11.3. Appendix 2 to Statement: Salary tables for grades A to J

11.4. Appendix 3 to Statement: Hay Job Evaluation process – summary

11.5. Appendix 4 to Statement: Payments Policy (Additional Staff Payments)

11.6. Appendix 5 to Statement: Market Supplements Procedure

11.7. Appendix 6 to Statement: Car Allowances Table

11.8. Appendix 7 to Statement: Relocation Policy

11.9. Appendix 8 to Statement: Assisted House Purchase Scheme

11.10. Appendix 9 to Statement: link to LGPS & Early Termination of Employment Discretions Policy

11.11. Appendix 10 to Statement: link to Training & Development Policy section 12 Qualification Training (viewable on website only – see para 5.1)

12. Background Papers

12.1. Human Rights and Equality Impact Assessment

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Chichester District Council

Cabinet

2 March 2021

Authority's Monitoring Report 2019-2020

1. Contacts

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2. Recommendation

- 2.1 That Cabinet approve the Authority's Monitoring Report 2019-2020 for publication.**
- 2.2 That the Director of Planning and the Environment be authorised, following consultation with the Cabinet Member for Planning Services, to make any minor amendments to the Authority's Monitoring Report prior to its publication.**

3. Background

- 3.1 The Authority's Monitoring Report (AMR) is published annually by Chichester District Council and is the main mechanism for assessing the performance, implementation and outcomes of the Local Plan. The AMR for 2019-2020 is appended to this report.
- 3.2 The AMR covers the period 1 April 2019 to 31 March 2020, although significant events occurring since 31 March 2020 are also noted. The AMR is prepared in line with a requirement set out in the Localism Act 2011 for local planning authorities to publish annual information reporting progress with Local Plan preparation, details of any neighbourhood development order or neighbourhood development plan within the Plan area as well as details on all CIL receipts and expenditure. It also needs to report activity relating to the duty to cooperate and show how the implementation of policies in the Local Plan is progressing using key indicators.
- 3.3 Regulation 34 of the Town and Country Planning (Local Planning) (England) Regulations 2012 sets out the basic information authorities monitoring reports must contain, although local authorities have discretion to include any other useful information relating to planning policy preparation and performance. This report uses the monitoring framework contained in Appendix G of the Chichester Local Plan: Key Policies 2014-2029 (Chichester Local Plan).

- 3.4 The AMR covers the Chichester Local Plan area, so excludes that part of the District which falls within the South Downs National Park. However, the data for two policy indicators (EN1 and EN6) in the 'Policy Indicators - Environment' section of the AMR relate to the whole of Chichester District (including the South Downs National Park). In addition, one of the policy indicators (EN3) in the 'Policy Indicators - Environment section' covers a section of the Solent shoreline, and includes data from one site (Warblington) located outside the District due to set survey routes.
- 3.5 Following consideration of the draft AMR by the Development Plan and Infrastructure Panel, a number of changes were made to the document in response to Member comments. They are all incorporated in the revision of the AMR which accompanies this report.

4. Outcomes to be Achieved

- 4.1 The preparation of the AMR ensures that policies in the adopted Local Plan are effectively monitored and indicates whether any changes need to be considered if a target has not been met.

5. Proposal

- 5.1 The purpose of this report is to update Members on performance against local planning policy indicators over the monitoring period and to seek member endorsement of the AMR 2019-20. Key highlights from the AMR are summarised below.

Local Plan Progress

- The Council approved an update to the Local Development Scheme (LDS) covering the Chichester Local Plan area in September 2019.
- In light of the responses received to the Preferred Approach stage of consultation between 13 December 2018 and 7 February 2019, a report was made to Council in December 2019 setting out the main issues raised and considering a way forward. Additional evidence work was undertaken on identified key issues to inform a revised development strategy to meet future development needs. Further work is now being undertaken to test the implications of this emerging development strategy before publication and submission of the revised Local Plan Review. A revised timetable will be reflected in the next iteration of the Local Development Scheme.
- A review of the Site Allocation Development Plan Document (DPD) which identifies non-strategic sites for housing, employment and other development requirements is planned to commence following adoption of the Chichester Local Plan Review.

Neighbourhood plans

- A total of 23 parishes within, or partly within, the Chichester Local Plan area are subject to Neighbourhood Plan Area Designations. Chichester City was the most recently designated in October 2019.
- The Examiner's report on Boxgrove's neighbourhood plan was published in January 2020 whilst West Wittering held their Pre-submission Consultation in February 2020. Plaistow and Ifold also held their submission consultation in February 2020 although this was subsequently repeated in September 2020. No new neighbourhood plans were 'made' in the monitoring period. To date a total of 9 neighbourhood plans within the Chichester Local Plan area have been 'made'.

Community Infrastructure Levy Contributions

- As a result of changes to the Community Infrastructure Levy (Amendment) (England) (No.2) Regulations 2019, Local Authorities which have adopted the CIL are now required to produce an annual Infrastructure Funding Statement (IFS). This annual Infrastructure Funding Statement is published on the Council's website and covers CIL and S106 contributions and spending for the twelve months up to the 31 March 2020.

Economy

- Employment floorspace completions in 2019-20 (Use Classes B1-B8) totalled 3,999 sq.m (gross), or 2,632 sq.m (net). Overall, a total of 97,979.1 sq.m gross (63,466.3 sq.m net) has been completed in the Local Plan area over the period 2012-2020.
- Progress has been made on several allocated sites, in particular, at the Tangmere Strategic Employment Land allocation at Chichester Business Park where a further 8,700 sq.m flexible B1(c) and/or B8 uses was granted planning permission in October 2019.
- Whilst no glasshouse permissions were granted during the monitoring period, the Council did permit four reservoirs and a largescale soft fruit polytunnel development covering approximately 5 hectares, all located outside of the designated Horticultural Development Areas (HDAs).
- Primary shopping frontages in non-A1 use within Chichester Centre only slightly exceeded the target 25% during the monitoring period. The monitoring framework will trigger a review of policy if the target is exceeded by 10%.

Housing and Neighbourhoods

- The adopted Local Plan makes provision to deliver a total of 7,388 additional dwellings over the period 2012-2029. A total of 503 net dwellings were completed in the year to 31 March 2020. This significantly exceeds the Local Plan housing requirement of 435 net dwellings per year and is the fifth successive year that housing completions have exceeded the Plan housing target thus removing any previous shortfall in delivery.

- Considerable progress is being made towards future housing delivery at the majority of the strategic sites. Development of the first phase of 398 dwellings is under construction at Shopwhyke Lakes, with reserved matters permitted for the remainder of the allocation of 500 dwellings. Since Local Plan adoption, a further 85 dwellings have been granted outline planning permission, bringing the total on site to 585 dwellings. Development of 300 dwellings on land between Stane Street and Madgwick Lane, Westhampnett has commenced (Westhampnett/North East Chichester SDL). At West of Chichester, outline planning permission was granted in April 2018 for the first phase of development (750 dwellings) with reserved matters in respect of appearance, landscaping, layout, scale, SANGs land, primary road, surface drainage and utilities routing all approved in December 2018. Reserved matters for 447 dwellings have also since been permitted. In relation to the Tangmere strategic site, the Council entered into a Development Agreement with Countryside Properties (UK) Limited in February 2019 and a Masterplan for the proposed development of the Tangmere Strategic Development Location was subsequently presented to and endorsed by the Planning Committee in January 2020. The Council formally made the Tangmere Compulsory Purchase Order on 28 October 2020 to ensure delivery of the development with the Order submitted to the Secretary of State in November 2020. In total, 746 dwellings have been completed on strategic sites since 2012.
- At the Settlement Hubs, all of the remaining strategic housing requirement now has planning permission with the majority of developments underway or expected to commence shortly. During the year to 31 March 2020, a total of 112 net dwellings were completed on parish housing sites. This brings the total completions on parish sites since the start of the Local Plan period to 1000 net dwellings, with a total of 182 dwellings remaining to be delivered, 55 dwellings are currently under construction. Actual recorded net completions on sites of less than 6 dwellings since 1 April 2012 has averaged 60 dwellings per year, well in excess of the Local Plan target.
- A total of 140 affordable homes were completed in the Local Plan area over the year 2019-20. In the period since 1 April 2012, a net total of 970 affordable dwellings have been built representing around 28% of all net dwellings completed, slightly below the Local Plan target of 30%.
- During the monitoring period, 5 sites were granted permanent planning permission for gypsy and traveller pitches and 1 site was granted permanent planning for a travelling showpeople plot. A total of 78 gypsy and traveller pitches and 19 travelling showpeople plots have been granted permanent planning permission in the Plan area since 2012. A further 5 gypsy and traveller pitches have been granted permanent planning permission since the end of the monitoring period.

Environment

- In Chichester District (including the National Park), 49.3% of Sites of Special Scientific Interest (SSSI) are considered to be in a favourable condition, which is similar to the overall West Sussex County figure of 50%. Of the SSSI in the District assessed as being in unfavourable condition, 82 are categorised as recovering, 24 assessed to be declining, with a further 4 units showing no

change. Parts of the Chichester Harbour SSSI were reclassified from unfavourable recovering to unfavourable no change in February 2019. Overall 87.1% of the SSSI area is in favourable or recovering condition, falling slightly short of achieving the Natural England target of 95%. The District Council is working closely with Natural England and other partners including the Chichester Water Quality Group and the Partnership for South Hampshire Water Quality Group to determine the best way to address this, both through planning policy and when considering planning applications. Certain types of new development must now be nutrient neutral to avoid detrimental harm to Chichester Harbour's ecology and conservation and the Council has published guidance on its website on achieving nutrient neutrality, including a nutrient budget calculator together with advice on mitigation solutions where development is unable to achieve nutrient neutrality.

- Air quality monitoring data indicates that annual mean Nitrogen Dioxide concentrations continue to improve in Chichester District. Air quality at the Orchard Street and A27 Stockbridge roundabout AQMA are increasingly compliant with the annual mean standard and despite air quality in the St Pancras AQMA being non-compliant, computerised air quality modelling commissioned by the Council suggests it will become compliant in the life of the revised Local Plan. Carbon dioxide emissions for Chichester District from industry and commercial, domestic and transport sectors have all declined since 2016.
- Over the year to 31 March 2020, the Environment Agency continued to be consulted on all relevant planning applications with any objections made by the EA being addressed through incorporating their recommended conditions into planning decisions.

6. Alternatives Considered

- 6.1 No alternative has been considered since preparation of the AMR is a statutory requirement for all local planning authorities.

7. Resource and Legal Implications

- 7.1 The AMR is prepared using the resources within the Planning Policy team.

8. Consultation

- 8.1 Departments within the District Council as well as relevant external organisations have been consulted to obtain data necessary for the preparation of this report.

9. Community Impact and Corporate Risks

- 9.1 One of the main purposes of preparing an AMR is to provide updated information for communities and interested parties on planning policy performance.

10. Other Implications

Are there any implications for the following?		
	Yes	No
Crime and Disorder		x
Climate Change and Biodiversity		x
Human Rights and Equality Impact		x
Safeguarding and Early Help		x
General Data Protection Regulations (GDPR)		x
Health and Wellbeing		x
Other		x

11. Appendix

11.1 Chichester District Council Authority's Monitoring Report 2019-2020.

12. Background Papers

12.1 None.

Chichester District Council

CABINET

2 March 2021

Business Rates Pool Grant Bid

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1. Recommendation

- 1.1 That Cabinet approves the spend of the Business Rates Pool grant award as detailed in Appendix 2 and that authority be delegated to the Director of Planning and Environment (following consultation with the Cabinet Member for the Environment and Chichester Contract Services) to vary the spend with minor amendments where necessary.**

2. Background

- 2.1 Under Part IV of the Environment Act 1995 all English local authorities have statutory air quality duties known as Local Air Quality Management (LAQM). Under LAQM the Council declared, by Order, four Air Quality Management Areas (AQMAs) where air quality failed a UK health based air quality objective for nitrogen dioxide (NO₂) related to vehicle emissions.
- 2.2 Where AQMAs are declared then authorities are statutorily obliged to produce an Air Quality Action Plan (AQAP) detailing how they will tackle the air quality issues. Priorities 2 and 4 of the Council's current AQAP are that we will 'strengthen partnerships', 'seek funds' and 'encourage and foster behavioural change/modal shift'. As such the Council was a successful party to a joint authority bid to the West Sussex Business Rate Pool (BRP) for grant funding to be spent on cycling related projects in 2019. Approval to spend the award was the subject of a Cabinet resolution (5 March 2019) and details of the projects are included in Appendix 1.
- 2.3 The Council was subsequently invited to bid for a further round of £70K of BRP monies in February 2020. Arun District Council (ADC), who lead the bid partners, indicate that the bid was successful and that the Council has been awarded a further £61,000.

3. Outcomes to be Achieved

- 3.1 The projects expand and strengthen strategies in the emerging Local Cycling and Walking Infrastructure Plan (LCWIP) and themes in the AQAP helping to increase cycling in Chichester District and encourage modal-shift so reducing emissions and helping to improve air quality.
- 3.2 The Council will report progress to Arun District Council at six monthly intervals on the project spend and success will be measured through project completion and through increased rates of cycling.

4. Proposal

- 4.1 The proposal is to receive and spend the secured grant funding of £61,000.
- 4.2 The proposed grant spend is associated with five projects as detailed in Appendix 2. Nevertheless, it is confirmed by ADC that there is some flexibility in the spend provided that it is spent on cycling related projects.

5. Alternatives Considered

- 5.1 The alternative would be not to receive and spend the monies and so not realise the benefits inherent in the proposed projects. No other alternatives have been considered.

6. Resource and Legal Implications

- 6.1 The work will be delivered within existing staffing resources utilising the agreed project funding.

7. Consultation

- 7.1 The Environment Panel considered the grant award at its meeting on 16 December 2020 and resolved:
 - 1) That the Environment Panel notes the Council's award of a Business Rates Pool Grant award of £70,000 to support cycling projects as identified in Appendix 2.
 - 2) That the Environment Panel recommend to Cabinet that approval be given to spend the Business Rates Pool grant award as detailed in Appendix 2 and that authority be delegated to the Director of Planning and Environment (following consultation with the Cabinet member for the Environment and Chichester Contract Services) to vary the spend with minor amendments where necessary.
- 7.2 At the time of taking the item to Environment Panel the indication was that the award was £70,000. The award is now confirmed as £61,000 and so flexibility is built into the recommendation to allow for variation in the spend given the smaller award.
- 7.3 No wider consultation has been carried out for this work. The Chichester and District Cycle Forum will be made aware following this Cabinet decision.

8. Community Impact and Corporate Risks

- 8.1 Where grant monies are to be spent in partnership with the SDNPA they will be subject to agreements binding the recipient to spending the monies on the intended project only. Regular updates and final project out-turn reports will be required such that the Council has oversight of the spend.
- 8.2 The monies to be spent directly by the Council on consultancy for the delivery of the LCWIP will be subject to contract terms which will include periodic updates on progress towards delivery.

9. Other Implications

	Yes	No
Crime and Disorder		✓
Climate Change and Biodiversity: Encouraging cycling helps to foster a low carbon form of transport so contributing to tackling climate change.	✓	
Human Rights and Equality Impact		✓
Safeguarding and Early Help		✓
General Data Protection Regulations (GDPR)		✓
Health and Wellbeing: Encouraging cycling helps to foster active travel, and an active lifestyle which have multiple physical and mental health benefits.	✓	

10. Appendices

- 10.1 Appendix 1: Business Rates Pool Cycling 2019 Award Cabinet approved project spend.
- 10.2 Appendix 2: Business Rates Pool Cycling 2020 project proposals.

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