

Appendix two -Economic Recovery Report Project Index

Generated on: 13 October 2020



1. Inward Investment

Status	Project Code	Project Title	Due Date	Managed By	Progress
	ER 01	Economic Recovery Plan - Inward Investment Strategy Action Plan / Melanie Burgoyne	31-Jul-2020	Growth Division - Victoria McKay	<div style="width: 100%;"><div style="width: 100%;"></div></div> 100%
	ER 02	Economic Recovery Plan - Promote Inward Investment / Melanie Burgoyne	31-Mar-2021	Growth Division - Victoria McKay	<div style="width: 66%;"><div style="width: 66%;"></div></div> 66%
	ER 03	Economic Recovery Plan - Develop and build an online prospectus / Melanie Burgoyne	31-Mar-2021	Growth Division - Victoria McKay	<div style="width: 0%;"><div style="width: 0%;"></div></div> 0%

2. Support for the High Street and Retail

Status	Project Code	Project Title	Due Date	Managed By	Progress
	ER 04	High Street Recovery Action Group / Tania Murphy	31-Mar-2021	Place Division - Tania Murphy	<div style="width: 100%;"><div style="width: 100%;"></div></div> 100%
	ER 05	Short Term 'Safer High Streets' Issues / Tania Murphy	31-Mar-2021	Place Division - Tania Murphy	<div style="width: 50%;"><div style="width: 50%;"></div></div> 50%
	ER 06	Economic Recovery Plan: Grants & Training for Retail Businesses / Melanie Burgoyne	31-Mar-2021	Growth Division - Victoria McKay	<div style="width: 37%;"><div style="width: 37%;"></div></div> 37%
	ER 07	Refresh of Local Plan Retail Strategy / Toby Ayling & Melanie Burgoyne	31-Dec-2020	Planning Policy Division - Toby Ayling	<div style="width: 50%;"><div style="width: 50%;"></div></div> 50%

3. Support for Other Key Business Sectors

Status	Project Code	Project Title	Due Date	Managed By	Progress
	ER 08	Support for the Self-Employed and Micro-Businesses / Melanie Burgoyne	31-Mar-2021	Growth Division - Victoria McKay	<div style="width: 54%;"><div style="width: 54%;"></div></div> 54%
	ER 09	Support for the Agriculture and Horticulture Sectors / Melanie Burgoyne	31-Oct-2020	Growth Division - Victoria McKay	<div style="width: 0%;"><div style="width: 0%;"></div></div> 0%
	ER 10	Consider Relaxation of Horticultural Development Areas / Melanie Burgoyne & Toby Ayling	31-Mar-2021	Planning Policy Division - Toby Ayling	<div style="width: 0%;"><div style="width: 0%;"></div></div> 0%

Status	Project Code	Project Title	Due Date	Managed By	Progress
	ER 11	Local Supply Chain Support / Melanie Burgoyne	31-Oct-2020	Growth Division - Victoria McKay	<input type="text" value="0%"/>
	ER 12	Support for the Hospitality Sector / Melanie Burgoyne	31-Dec-2020	Growth Division - Victoria McKay	<input type="text" value="0%"/>

4. Digital Infrastructure and Gigabit

Status	Project Code	Project Title	Due Date	Managed By	Progress
	ER 13	Fibre to the Premises project for Chichester City / Joe Mildred	31-Dec-2022	Business Support Division - Joe Mildred	<input type="text" value="0%"/>
	ER 14	Ensure Chichester Benefits from County-Wide Digital Infrastructure Projects / WSCC & CDC	31-Dec-2022	Business Support Division - Joe Mildred	<input type="text" value="0%"/>

5. CDC Commercial Portfolio



Status	Project Code	Project Title	Due Date	Managed By	Progress
	Corp Plan 142a	Southern Gateway - Implementation / Jane Hotchkiss	31-Mar-2028	Growth Division - Victoria McKay	<input type="text" value="73%"/>
	ER 16	Economic Recovery Plan - St James Industrial Estate / Kevin Gillett & Alan Gregory	28-Feb-2022	Growth Division - Victoria McKay	<input type="text" value="27%"/>
	ER 17	Economic Recovery Plan - Barnfield Drive / Vicki McKay	31-Dec-2020	Growth Division - Victoria McKay	<input type="text" value="0%"/>
	ER 18	Ravenna Point Vacant Units / Kevin Gillett	30-Sep-2020	Growth Division - Victoria McKay	<input type="text" value="100%"/>
	ER 19	Economic Recovery Plan - Chichester Enterprise Centre / Kevin Gillett	28-Feb-2022	Growth Division - Victoria McKay	<input type="text" value="66%"/>

6. Visions








Status	Project Code	Project Title	Due Date	Managed By	Progress
	ER 20	Economic Recovery Plan - Chichester Vision / Tania Murphy	31-Mar-2021	Place Division - Tania Murphy	<input type="text" value="60%"/>
	ER 21	Economic Recovery Plan - Midhurst Vision / Tania Murphy	31-Mar-2021	Place Division - Tania Murphy	<input type="text" value="50%"/>
	ER 22	Economic Recovery Plan - Petworth Vision / Tania Murphy	31-Mar-2021	Place Division - Tania Murphy	<input type="text" value="25%"/>
	ER 23	Economic Recovery Plan - Selsey Vision / Tania Murphy	31-Mar-2021	Place Division - Tania Murphy	<input type="text" value="20%"/>
	ER 24	Economic Recovery Plan -	31-Mar-2021	Place Division - Tania	<input type="text" value="25%"/>

Status	Project Code	Project Title	Due Date	Managed By	Progress
		East Wittering and Bracklesham Vision / Tania Murphy		Murphy	


7. Licensing and Events

Status	Project Code	Project Title	Due Date	Managed By	Progress
	ER 25 (SD LIC 01)	Review of Licensing Act 2003 Statement of Principles / Laurence Foord	31-Mar-2021	Communications, Licensing and Events Division - Laurence Foord	<div style="width: 33%;"><div style="background-color: #4f81bd; width: 33%;"></div></div> 33%
	ER 26	Economic Recovery Plan: Events Strategy and Supporting Events Policy and Action Plan / Laurence Foord	31-Oct-2020	Communications, Licensing and Events Division - Laurence Foord	<div style="width: 80%;"><div style="background-color: #4f81bd; width: 80%;"></div></div> 80%

8. Tourism and Culture

Status	Project Code	Project Title	Due Date	Managed By	Progress
	ER 27	Rebranding of Visit Chichester / VC & Sarah Peyman	31-Mar-2021	Culture Division - Sarah Peyman	<div style="width: 50%;"><div style="background-color: #4f81bd; width: 50%;"></div></div> 50%
	ER 28	Development of 'The Great Sussex Way' Website / Sarah Peyman	30-Sep-2020	Culture Division - Sarah Peyman	<div style="width: 50%;"><div style="background-color: #4f81bd; width: 50%;"></div></div> 50%
	ER 29	Economic Recovery Plan: Additional Support for Visit Chichester / Sarah Peyman	30-Sep-2020	Culture Division - Sarah Peyman	<div style="width: 100%;"><div style="background-color: #4f81bd; width: 100%;"></div></div> 100%
	ER 30	Economic Recovery Plan: Development of a Cultural Strategy / Sarah Peyman	31-Mar-2021	Culture Division - Sarah Peyman	<div style="width: 0%;"><div style="background-color: #4f81bd; width: 0%;"></div></div> 0%
	ER 31	Economic Recovery Plan: Support for Chichester Festival Theatre / Sarah Peyman	31-Mar-2022	Culture Division - Sarah Peyman	<div style="width: 0%;"><div style="background-color: #4f81bd; width: 0%;"></div></div> 0%
	ER 32	Economic Recovery Plan: Support for Pallant House Gallery / Sarah Peyman	31-Mar-2022	Culture Division - Sarah Peyman	<div style="width: 0%;"><div style="background-color: #4f81bd; width: 0%;"></div></div> 0%
	ER 33	The Novium Museum Recovery / Sarah Peyman	31-Dec-2020	Culture Division - Sarah Peyman	<div style="width: 0%;"><div style="background-color: #4f81bd; width: 0%;"></div></div> 0%


9. Sport and Leisure

Status	Project Code	Project Title	Due Date	Managed By	Progress
	ER 34	Economic Recovery Plan: Support for Leisure Contract / Sarah Peyman	31-Mar-2021	Culture Division - Sarah Peyman	<div style="width: 37%;"><div style="background-color: #4f81bd; width: 37%;"></div></div> 37%

Economic Recovery Report - Project Detail - Projects In Exception

Generated on: 13 October 2020


8. Tourism and Culture


	ER 28 Development of 'The Great Sussex Way' Website / Sarah Peyman			
Description	Description: Following rebranding, support Visit Chichester to develop The Great Sussex Way tourism website Lead Officer: Sarah Peyman Timescale: Immediate (0-3 months) Member Engagement: Cabinet Member Community/Partnership Engagement: Tourism and Cultural Partners Financial Implications: Existing £30k budget	Overall Due Date	30-Sep-2020	
Milestones		Due Date	Completed	Completed Date
Appointment of website designer by Visit Chichester.		30-Sep-2020	Yes	06-Jul-2020
Website live		30 – Nov- 2020	No	
Latest Update	Work is progressing well with The Great Sussex Way's new website and Visit Chichester have indicated that website will now go live towards the end of November at the same time as the launch of the new brand, The Great Sussex Way .			

Economic Recovery Report - Project Detail - Projects On Track

Generated on: 13 October 2020


1. Inward Investment


	ER 02 Economic Recovery Plan - Promote Inward Investment / Melanie Burgoyne			
Description	Description: Promote inward investment, build business relations with landowners and developers Lead Officer: Melanie Burgoyne Timescale: Immediate (0-3 months) Member Engagement: Cabinet Member Community/Partnership Engagement: Businesses, LEP, CWS, RWSx Financial Implications: Existing staffing budget. Recurring cost as promotion of inward investment will be ongoing.	Overall Due Date	31-Mar-2021	
Milestones		Due Date	Completed	Completed Date
Identify target sectors and key contacts.		31-Jul-2020	Yes	31-Jul-2020
Develop and implement contact programme.		31-Aug-2020	Yes	31-Aug-2020
Continue to deliver business contact programme		31-Mar-2021	No	
Latest Update	Online meetings have been held with key landowners and agents to build contact and awareness. Discussed Inward Investment Website plans which were welcomed.			

	ER 03 Economic Recovery Plan - Develop and build an online prospectus / Melanie Burgoyne			
Description	Description: Develop and build an online prospectus Lead Officer: Melanie Burgoyne Timescale: Medium term (3-6 months) Member Engagement: Cabinet Member Community/Partnership Engagement: Financial Implications: Existing budget (£25,000 remains from allocated funds) One-off expenditure.	Overall Due Date	31-Mar-2021	
Milestones		Due Date	Completed	Completed Date
Create online content.		31-Oct-2020	No	
Marketing materials produced		31-Mar-2021	No	
Latest Update	Drone Footage commissioned and filmed to highlight the lifestyle benefits of being in the district for inclusion in the online content on the			


	website.
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2. Support for the High Street and Retail

	ER 05 Short Term 'Safer High Streets' Issues / Tania Murphy			
Description	Description: Address requirements to make high streets 'COVID-Secure' in preparation for re-opening Lead Officer: Tania Murphy Timescale: Immediate (0-3 months) Member Engagement: Cabinet Member, OSC Community/Partnership Engagement: Town/Parish Councils, Business Associations, BID, Chamber, LEP Financial Implications: RHSS Fund - £108,000. Possible additional funds needed for works not eligible for RHSS funding.	Overall Due Date	31-Mar-2021	
Milestones		Due Date	Completed	Completed Date
Implement immediate actions required to allow re-opening as allowed by Government		15-Jun-2020	Yes	15-Jun-2020
Implement further actions required to allow further re-opening as allowed by Government (leisure , culture, cafe, restaurants and public houses)		04-Jul-2020	Yes	04-Jul-2020
Monitor, review and address further actions required as the guidance evolves		31-Mar-2021	No	
Report to OSC - date(s) TBC			No	
Latest Update	Action Plan submitted to government for allocation spend of £108,000. In final stages of agreement and funding agreement due in October. Two part-time temporary Covid Information Officers have been appointed and further improvement to signage has been undertaken. A number of actions have been implemented and reported back to the High Street Recovery and Transformation Group			


	ER 06 Economic Recovery Plan: Grants & Training for Retail Businesses / Melanie Burgoyne			
Description	Description: Retail grants/training Lead Officer: Melanie Burgoyne Timescale: Immediate (0-3 months) Member Engagement: Cabinet Member, Grants and Concessions Panel	Overall Due Date	*31-Mar-2021	

	<p>Community/Partnership Engagement: Town/Parish Councils, Business Associations, BID</p> <p>Financial Implications: Enabling Grants – pooled business rates (c£71,000 to 2021/22). Possible additional funds needed for any schemes outside of Enabling Grants remit. Covid 19 grant funding budget</p>			
Milestones		Due Date	Completed	Completed Date
2020/21 enabling grants programme criteria to be set		31-Jul-2020	Yes	31-Jul-2020
Establish Covid19 grant funding to support through recovery		31-Jul-2020	Yes	31-Jul-2020
Consider other options for financial support for SMEs – possible loans.		30-Sep-2020	Yes	05-Oct-2020
Grants and Concessions Panel Review		21-Oct-2020	No	
Economic Recovery Report to OSC		27-Oct-2020	No	
2020/21 enabling grants launch and allocation		31-Oct-2020	No	
Grants and Concessions Panel Review		20-Jan-2021	No	
Grants and Concessions Panel Review		24-Mar-2021	No	
Latest Update	<p>Successful funding bid to the Pooled Business Rates SIF fund for a new Independent Retail Support and Training Programme. *Programme to be launched February 2021 and completed by March 2022. Procurement for training provider to be completed by 31 Dec-2020. Online training to be offered through October and November to assist High Street Retailers with making the most of any opportunities in the pre-Christmas period. This is funded from a underspend on the current fund due to the Training provider of the current scheme having come in under budget. An IPPD concerning options for financial support for SMEs has been drafted for consideration.</p>			


	ER 07 Refresh of Local Plan Retail Strategy / Toby Ayling & Melanie Burgoyne			
Description	<p>Description: Commission a refresh of the Retail Strategy to reflect the impact of COVID-19</p> <p>Lead Officer: Toby Ayling & Melanie Burgoyne</p> <p>Timescale: Long term (6-12 months)</p> <p>Member Engagement: Cabinet Members, DPIP</p> <p>Community/Partnership Engagement:</p> <p>Financial Implications: Additional budget required for consultant work. One-off cost if work is a fixed project. Cost of update is £9,310.</p>	Overall Due Date	31-Dec-2020	
Milestones		Due Date	Completed	Completed Date
Planning Policy to commission refresh of the Retail Study to reflect Covid impact		31-Oct-2020	Yes	26-Aug-2020


Report to DPIP	17-Dec-2020	No	
Latest Update	29 First draft consultant's report received 22 September. Consultants advised 28 Sept that new data will be released by Experian in the next few weeks to cover expenditure, home shopping projections etc. which take into account their view of the impacts of Covid. It is considered worth waiting for a few weeks to enable the study to take account of this data (which was previously expected to only be available at the end of this calendar year).		

3. Support for Other Key Business Sectors


	ER 08 Support for the Self-Employed and Micro-Businesses / Melanie Burgoyne			
Description	Description: CDC support for the Self-Employed and Micro-Businesses Lead Officer: Melanie Burgoyne Timescale: Medium term (3-6 months) Member Engagement: Cabinet Member Community/Partnership Engagement: Town/Parish Councils, Business Associations, LEP Financial Implications: COVID-19 grant funding Budget	Overall Due Date	31-Mar-2021	
	Milestones	Due Date	Completed	Completed Date
	Cabinet report - approval for setting up one-off fund of up to £500k as a fund for 20/21. £250k for VCS and £250k for businesses	07-Jul-2020	Yes	07-Jul-2020
	Report to full Council - approval for setting up one-off fund of up to £500k as a fund for 20/21. £250k for VCS and £250k for businesses	21-Jul-2020	Yes	21-Jul-2020
	Development of Criteria for grant funding.	31-Aug-2020	Yes	12-Aug-2020
	Review the needs of the sector.	31-Aug-2020	Yes	31-Aug-2020
	Report to Grants and Concessions Panel	16-Sep-2020	Yes	16-Sep-2020
	Establish Covid19 grant funding to support through recovery	30-Sep-2020	Yes	20-Aug-2020
	Report to Grants and Concessions Panel	21-Oct-2020	No	
	Review scheme after 3 months of operation	31-Oct-2020	No	
	Report to Grants and Concessions Panel	20-Jan-2021	No	


Report to Grants and Concessions Panel	24-Mar-2021	No	
Funding ends - remaining funds to be returned to reserves	31-Mar-2021	No	
Latest Update	Chichester University 'Hothouse' scheme now launched to offer support/grant funding to these sectors. Covid19 grants not available for these sectors as other sectors considered as priority areas.		

	ER 09 Support for the Agriculture and Horticulture Sectors / Melanie Burgoyne			
Description	Description: CDC support for the Agriculture and Horticulture sectors Lead Officer: Melanie Burgoyne Timescale: Medium term (3-6 months) Member Engagement: Cabinet Member Community/Partnership Engagement: WS Growers Association, LEP, Rural WS Financial Implications: Existing resources (provided no financial support is to be offered)	Overall Due Date	31-Oct-2020	
Milestones		Due Date	Completed	Completed Date
Raise awareness of the sector and the importance locally		31-Oct-2020	No	
Request and collate information from these sectors to understand their support needs in the short and longer term		31-Oct-2020	No	
Latest Update	Most recent contact with WSGA is that as of 25 Sep, they have reported that they have appointed Simpson Consulting who have started a consultation process. On the needs of the sector.			

	ER 10 Consider Relaxation of Horticultural Development Areas / Melanie Burgoyne & Toby Ayling			
Description	Description: With Planning Policy, consider the case for relaxing planning restrictions on Horticultural Development Areas to support the sector. Lead Officer: Melanie Burgoyne & Toby Ayling Timescale: Long term (6-12 months) Member Engagement: Cabinet, Cabinet Members Community/Partnership Engagement: WS Growers Association, LEP, Rural WS Financial Implications: Existing budget (provided no external support or advice required). One-off cost if work is a fixed project.	Overall Due Date	31-Mar-2021	
Milestones		Due Date	Completed	Completed Date
Consult with stakeholders and collate views/feedback		31-Mar-2021	No	
Discussions with Planning Policy to establish achievable aims.		31-Mar-2021	No	


Report to Cabinet - date(s) TBC		No	
Latest Update	We are expecting the HEDNA (Housing and Economic Development Needs Assessment) to be finalised in the next few weeks and then reported to members. Further discussions around appropriate policy changes, including with relevant stakeholders, will then need to take place.		


	ER 11 Local Supply Chain Support / Melanie Burgoyne			
Description	Description: Consideration of support to the local supply chains supporting the agricultural and horticultural sectors Lead Officer: Melanie Burgoyne Timescale: Medium term (3-6 months) Member Engagement: Cabinet Member Community/Partnership Engagement: WS Growers Association, LEP, Rural WS Financial Implications: Existing resources	Overall Due Date	31-Oct-2020	
Milestones		Due Date	Completed	Completed Date
Request and collate information from these sectors to understand their support needs in the short and longer term		31-Oct-2020	No	
Latest Update	Communication with WS Growers and LEP ongoing			

	ER 12 Support for the Hospitality Sector / Melanie Burgoyne			
Description	Description: CDC support for the Hospitality Sector Lead Officer: Melanie Burgoyne Timescale: Medium term (3-6 months) Member Engagement: Cabinet Members Community/Partnership Engagement: Business associations Financial Implications: Existing budget	Overall Due Date	31-Dec-2020	
Milestones		Due Date	Completed	Completed Date
Consultation/survey of businesses in this sector.		31-Oct-2020	No	
Establish key areas of focus/support.		30-Nov-2020	No	
Establish delivery mechanism for support		31-Dec-2020	No	

Latest Update	Economic grants have been launched on the 20 August aimed at the Hospitality sector
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4. Digital Infrastructure and Gigabit

	ER 13 Fibre to the Premises project for Chichester City / Joe Mildred			
Description	Description: Continue to work with Cityfibre and their 'Fibre to the Premises' project for Chichester City. Lead Officer: Joe Mildred Timescale: Long Term (12 months+) Member Engagement: Cabinet Member Community/Partnership Engagement: Led by CityFibre, WSCC Financial Implications: Existing	Overall Due Date	31-Dec-2022	
Milestones		Due Date	Completed	Completed Date
Liaison with Cityfibre/WSCC on project updates		31-Dec-2020	No	
Promotion of FTP scheme to businesses – link to Inward Investment		31-Dec-2020	No	
Latest Update	Ongoing work with Cityfibre and their roll out of the City Gigabit project. Currently finalising the location of the Fibre Exchange, once this is complete the detailed design work of the rest of the project takes place. Some project management resource maybe required from CDC later on in the project process.			


	ER 14 Ensure Chichester Benefits from County-Wide Digital Infrastructure Projects / WSCC & CDC			
Description	Description: Work with WSCC Digital Infrastructure Team to ensure that Chichester benefits from the wider digital infrastructure projects across the county. Lead Officer: WSCC & CDC Timescale: Long Term (6-12 months) Member Engagement: Cabinet Member, all-Member briefing Community/Partnership Engagement: WSCC lead with CDC input Financial Implications: Funding from Pooled Business Rate Pilot pot. May need additional staff resources.	Overall Due Date	31-Dec-2022	
Milestones		Due Date	Completed	Completed Date


Early engagement with DCMS to ensure that rural West Sussex is an early beneficiary of the Government's £5bn roll out for the Final 20 scheme.	31-Dec-2020	No	
Ensure that the usage of the council's gigabit connections within Chichester City provide a maximum benefit for local businesses and the economy	31-Dec-2022	No	
Explore options for town centre Wi-Fi	31-Dec-2022	No	
Latest Update	Ongoing engagement with the West Sussex Digital Infrastructure Team. Various projects are underway including; The rural gigabit voucher scheme which is being promoted to businesses by CDC's Economic Development Team as well as by WSCC. A 4G scanning exercise for the whole district commencing in September, the scanners will be attached to CDC refuse freighters. The benefits from the council owned gigabit connections within Chichester City will not be realised until the Cityfibre build across the city is complete.		


5. CDC Commercial Portfolio

	Corp Plan 142a Southern Gateway - Implementation / Jane Hotchkiss		
Description	Description: Implementation of Southern Gateway master plan Expected outcome: Employment growth, housing delivery Lead Officer: Jane Hotchkiss Funding source: Current funding from CDC £75,000, OPE £80,000, LEP £5m. Grant application in with Homes England for £10m	Overall Due Date	31-Mar-2028
	Milestones	Due Date	Completed
	Conclude conditional contract to appoint developer	31-Dec-2020	No
	Completion of acquisition of Law Courts by HCA	31-Mar-2021	No
	Completion of acquisition of Police Station site	31-Mar-2021	No
	Reports to OSC at key milestones/decisions - as required	31-Mar-2028	No
	Applications to other funding streams - ongoing task.		No
	Closure of Basin Road car park - including re-allocation of parking provision and season tickets, removal of equipment and amendment of publicity - due date TBC		No
	Council resolution (if CPO required) - Due date TBC		No

CPO confirmed (if CPO required) - Due date TBC		No	
PPE completed - due date TBC - will be dependent on project activity end date		No	
PPE received by Cabinet - due date TBC - will be dependent on project activity end date		No	
The development commences, subject to DA being signed - due date TBC		No	
Latest Update	Please note that there is a full update report that was taken to the September Cabinet in part two .		


	ER 16 Economic Recovery Plan - St James Industrial Estate / Kevin Gillett & Alan Gregory		
Description	<p>Description: Redevelopment of St James Industrial Estate, Chichester to provide modern industrial units Lead Officer: Kevin Gillett & Alan Gregory Timescale: Long Term (6-12 months) Member Engagement: Council, Cabinet, Cabinet Member, Economic Recovery Board Community/Partnership Engagement: Financial Implications: Provisional project budget approved. Final budget required to be reported to Cabinet/Council post tendering for the works for approval.</p>	Overall Due Date	28-Feb-2022
	Milestones	Due Date	Completed
	Gain vacant possession of the site/support for existing tenants	31-Mar-2021	No
	1. Finalise design		Yes 20-Jul-2020
	2. Prepare project communications plan		Yes 20-Jul-2020
	3. Prepare and submit planning application		Yes 29-Jul-2020
	5. Secure known pre-let - due date TBC		No
	6. Seek additional pre-lets - due date TBC		No
	7. Construction - due date TBC		No
	8. Promote the developer charter for local supply chains - due date TBC		No
	Report to Cabinet - date(s) TBC		No
	Report to Council - date(s) TBC		No
	Report to Economic Recovery Board - date(s) TBC		No
Latest Update	The planning application has been validated and statutory consultation on the proposals is underway. Tender documents have been issued week commencing 5 October.		


	ER 17 Economic Recovery Plan - Barnfield Drive / Vicki McKay			
Description	Description: Development of remaining land (Phase 2B) at Barnfield Drive site, Chichester Lead Officer: Vicki McKay Timescale: Medium Term (3-6 months) Member Engagement: Cabinet, Cabinet Member, Economic Recovery Board Community/Partnership Engagement: Brookhouse Developments Financial Implications: Existing budget	Overall Due Date	31-Dec-2020	
Milestones		Due Date	Completed	Completed Date
Report to Economic Recovery Board		27-Oct-2020	No	
Phase 2B - Review of terms of current contract.		31-Oct-2020	No	
Phase 2B - Agreement of CDC objectives for the site.		30-Nov-2020	No	
Phase 2B - Negotiations with the developer to meet the agreed CDC aims.		31-Dec-2020	No	
Report to Cabinet - date(s) TBC			No	
Latest Update	Ongoing dialogue with Brookhouse regarding potential options for the site.			


	ER 19 Economic Recovery Plan - Chichester Enterprise Centre / Kevin Gillett			
Description	Description: Successful operation of the centre and increased/sustained occupancy levels Lead Officer: Kevin Gillett Timescale: Immediate (0-3 months) Member Engagement: Cabinet Member, Economic Recovery Board Community/Partnership Engagement: Basepoint Financial Implications: Existing budget. Recurring cost from staffing budget for ongoing contract management.	Overall Due Date	28-Feb-2022	
Milestones		Due Date	Completed	Completed Date
Joint marketing approach		31-Aug-2020	Yes	21-Sep-2020
Promote relocations from St James		31-Aug-2020	Yes	26-Aug-2020

Report to Economic Recovery Board	27-Oct-2020	No	
Latest Update	Liaison meetings being held with Basepoint – occupancy figures strong and Basepoint marketing continuing along with promotion by Eco Dev officers to new businesses. 100% workshops let and 85% of the office space		


6. Visions

	ER 20 Economic Recovery Plan - Chichester Vision / Tania Murphy			
Description	<p>Description: Co-ordinate delivery of the Chichester Vision Action Plan, working with partners Lead Officer: Tania Murphy Timescale: Various timescales for delivery of projects within the action plan Member Engagement: Cabinet Member for Property, Growth and Regeneration Community/Partnership Engagement: Vision Partners include CDC, WSCC, CCC, BID, Visit Chichester, Chichester College, CCCI, Chichester Cathedral, University of Chichester, CFT etc. Financial Implications: Existing revenue budget. Plus additional Partner funding for projects</p>	Overall Due Date	31-Mar-2021	
	Milestones	Due Date	Completed	Completed Date
	High Street and Visions report to OSC	30-Jun-2020	Yes	30-Jun-2020
	High Street and Visions Report to Cabinet	07-Jul-2020	Yes	07-Jul-2020
	Establish the High Street recovery sub group	31-Jul-2020	Yes	31-Jul-2020
	Review CDC funding -	28-Feb 2021	No	
	Revise action plan based on feedback from partners post covid 19 to aid recovery of the City -	31-Mar - 2021	No	
Latest Update	<p>A report on the recovery of the District's high streets and a review of the Vision work was presented to Cabinet on 7 July 2020. Cabinet resolved that support to the Visions for Chichester, Midhurst, Petworth, Selsey and East Wittering and Bracklesham continue in line with the proposals in the covering report. They further resolved that support for high street recovery and transformation in these locations be co-ordinated through the existing Vision Groups, Towns and Parish Councils.</p> <p>For Chichester, CDC will continue to lead delivery of the Vision with the Cabinet Member for Property, Growth and Regeneration Chairing the Vision Steering Group. The projects and action plan are to be revised based on the feedback received from partners. The High Street Recovery and Transformation Group, (to be a sub group of the Chichester Vision) is to be set up and led by the Cabinet Member for Property, Growth and Regeneration, with invited representatives from Chichester BID, national retail, independent retail, hospitality/leisure, Chichester City Council, WSCC, Chichester Chamber of Commerce and a Member from OSC.,</p>			


	ER 21 Economic Recovery Plan - Midhurst Vision / Tania Murphy			
Description	<p>Description: Work with partners to support the co-ordination of a vision for Midhurst and the implementation of the action plan.</p> <p>Lead Officer: Tania Murphy</p> <p>Timescale: Various timescales linked to actions</p> <p>Member Engagement: Cabinet Member for Property, Growth and Regeneration, Midhurst Members</p> <p>Community/Partnership Engagement: Vision Partners final CIC structure currently being developed.</p> <p>Financial Implications: One off budget provision as part of corporate plan priorities.</p>	Overall Due Date	31-Mar-2021	
Milestones		Due Date	Completed	Completed Date
Report to Cabinet on Vision work		07-Jul-2020	Yes	07-Jul-2020
Assist with establishing a Community Interest Company in Midhurst to take on the responsibilities of the Vision actions		31-Aug-2020	Yes	01-Oct-2020
Rural town coordinator to Support the high street using the Vision group - ongoing		31-Mar-2021	No	
Review of the actions to aid recovery post Covid 19 -		31-Mar- 2021	No	
Latest Update	Midhurst Vision are in final stages of setting up a CIC to deliver the actions within the town and a draft strategy has been produced and considered for action.			

	ER 22 Economic Recovery Plan - Petworth Vision / Tania Murphy			
Description	<p>Description: To work with partners to support the delivery of projects in Petworth either identified through the vision for Petworth or through the work emerging from the town.</p> <p>Lead Officer: Tania Murphy</p> <p>Timescale: Petworth Vision have set various timescales for projects</p> <p>Member Engagement: Cabinet Member Property, Growth and Regeneration, Petworth Members, Cabinet Member for Housing, Communications, Licensing and Events (Board Member on Petworth Vision)</p> <p>Community/Partnership Engagement: Vision Partners</p> <p>Financial Implications: One off budget provision as part of corporate plan priorities.</p>	Overall Due Date	31-Mar-2021	
Milestones		Due Date	Completed	Completed Date


Report to Cabinet on Vision work	07-Jul-2020	Yes	07-Jul-2020
Assistance with projects through the Board where required - ongoing	31-Mar-2021	No	
Provision of support to Petworth Town Council for projects which are beneficial to the town - ongoing	31-Mar-2021	No	
Rural town coordinator to Support the high street using the Vision group - ongoing	31-Mar-2021	No	
Latest Update	<p>A report on the recovery of the District's high streets and a review of the Vision work was received by Cabinet on 7 July 2020. They resolved that support to the Visions for Chichester, Midhurst, Petworth, Selsey and East Wittering and Bracklesham continue in line with the proposals in the covering report. They further resolved that support for high street recovery and transformation in these locations be co-ordinated through the existing Vision Groups, Towns and Parish Councils.</p> <p>For Petworth, CDC will continue to be represented on the Petworth Vision Board (Cllr Alan Sutton) assist with projects through the Board subject to available resources and provide support to Petworth Town Council</p>		

	ER 23 Economic Recovery Plan - Selsey Vision / Tania Murphy			
Description	<p>Description: Selsey Town Council has subsumed the majority of actions from the Vision within the Selsey Business Plan. Lead Officer: Tania Murphy Timescale: Selsey Town Council have set various timescales for projects Member Engagement: Cabinet Member Property, Growth and Regeneration, Selsey Members Community/Partnership Engagement: Vision Partners Financial Implications: One off budget provision as part of corporate plan priorities.</p>	Overall Due Date	31-Mar-2021	
Milestones		Due Date	Completed	Completed Date
Report to Cabinet on Vision work		07-Jul-2020	Yes	07-Jul-2020
Rural town coordinator to Support the high street using the Vision group - ongoing		31-Mar-2021	No	
Completion of options appraisal for improvements to East Beach (see project Corp Plan 036) - due date TBC			No	
Completion of support to fisheries project - due date TBC			No	
Completion of Way Finding project - due date TBC			No	
Latest Update	<p>A report on the recovery of the District's high streets and a review of the Vision work was received by Cabinet on 7 July 2020. They resolved that support to the Visions for Chichester, Midhurst, Petworth, Selsey and East Wittering and Bracklesham continue in line with the proposals in the covering report. They further resolved that support for high street recovery and transformation in these locations be co-ordinated through the existing Vision Groups, Towns and Parish Councils.</p>			

	For Selsey, CDC will provide support to Selsey Town Council where identified in the Selsey Business Plan and complete the projects as agreed by Cabinet for the Selsey Haven project - the consideration of options for improvements to East Beach; wayfinding and support to fisheries in Selsey.
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	ER 24 Economic Recovery Plan - East Wittering and Bracklesham Vision / Tania Murphy			
Description	<p>Description: To work with partners to support the co-ordination of a vision for East Wittering and Bracklesham</p> <p>Lead Officer: Tania Murphy</p> <p>Timescale: BREW Vision hope to consult over the late summer 2020</p> <p>Member Engagement: Cabinet Member for Property Growth and Regeneration, The Witterings Members</p> <p>Community/Partnership Engagement:</p> <p>Financial Implications: One off budget provision as part of corporate plan priorities.</p>	Overall Due Date	31-Mar-2021	
	Milestones	Due Date	Completed	Completed Date
	Report to Cabinet on Vision work	07-Jul-2020	Yes	07-Jul-2020
	Continue to support the parish council through the delivery of the actions from the emerging action plan - ongoing	31-Mar-2021	No	
	Rural town coordinator to Support the high street using the Vision group - ongoing	31-Mar-2021	No	
	Consider options for improvements to the Village Centres and Landscaping project - due date TBC		No	
Latest Update	<p>A report on the recovery of the District's high streets and a review of the Vision work was received by Cabinet on 7 July 2020. They resolved that support to the Visions for Chichester, Midhurst, Petworth, Selsey and East Wittering and Bracklesham continue in line with the proposals in the covering report. They further resolved that support for high street recovery and transformation in these locations be co-ordinated through the existing Vision Groups, Towns and Parish Councils.</p> <p>For East Wittering and Bracklesham, CDC will support the parish council through the production of the BREW Vision and the delivery of options to consider the improvement to the Village Centre public realm.</p>			

7. Licensing and Events

	ER 25 (SD LIC 01) Review of Licensing Act 2003 Statement of Principles / Laurence Foord			
Description	<p>Description: Review of Statement of Licensing Policy (SoLP) 2021 – 2026 (Licensing Act 2003). Current SoLP expires 6 January 2021</p> <p>Lead Officer: Laurence Foord</p> <p>Timescale: Adoption of new SoLP before 7 January 2021</p>	Overall Due Date	31-Mar-2021	


	<p>Member Engagement: Cabinet Member for Housing, Communications, Licensing and Events, General Licensing Committee, Full Council</p> <p>Community/Partnership Engagement: Statutory consultation with Responsible Authorities prescribed under Licensing Act 2003, holders of licences, relevant stakeholders and public.</p> <p>Financial Implications: Existing resources</p>			
Milestones		Due Date	Completed	Completed Date
Preliminary discussions with SLT and Cabinet Member about revised approach due to C19		31-Jul-2020	Yes	31-Jul-2020
Report to SLT on proposed approach to Statement of Licensing Policy review in light of COVID-19		31-Aug-2020	Yes	26-Aug-2020
Report to Cabinet on proposed approach to Statement of Licensing Policy review in light of COVID-19		03-Nov-2020	No	
Report to Council on proposed approach to Statement of Licensing Policy review in light of COVID-19		24-Nov-2020	No	
Adoption of new Statement of Licensing Policy with minor updates only		07-Jan-2021	No	
Further milestones TBC once National approach to comprehensive review of SoLP is known		31-Mar-2021	No	
Latest Update	<p>The Council's current Statement of Licensing Policy under the Licensing Act 2003 is nearing the end of its statutory 5 year period with it expiring in early January 2021.</p> <p>There is currently a lot of uncertainty nationally around renewing such polices. The on-going Covid-19 Pandemic has changed everything within the hospitality sector and the future is uncertain for many licensed businesses (and those that aren't licensed) who are struggling to operate under the requirements for social distancing and infection control across the nation and locally.</p> <p>Following previous relaxation afforded by the LGA's document in April 2020 titled 'Approaches to managing licensing and related issues during the COVID-19 pandemic – Advice for Licensing Authorities' Westminster City Council supported by a number of other large Licensing Authorities have written a joint letter to the Home Office and key Government Ministers seeking a further extension for between 18 months to 2 years before a Licensing Authority has to determine its policy and publish it. The LGA document did originally suggest it may be pragmatic for Authorities to delay consultations on the renewal of the relevant policies a proposal supported by SLT given the current circumstances.</p> <p>In Covid-free times, in order to properly review our policy, we would ordinarily take the following steps making sure we present to Alcohol and Entertainment Licensing Committee and Cabinet at their already set meeting dates -</p> <ol style="list-style-type: none"> 1. Draft revised statement produced by officers; 2. Draft revised statement presented to and considered by Alcohol and Entertainment Licensing Committee; 3. Draft revised statement presented to and considered by Cabinet (this includes any amendments requested by Alcohol and Entertainment Licensing Committee); 4. Consultation on revised statement commences (Government guidance historically suggested minimum of 12 weeks); 			

	<p>5. Consultation period closes;</p> <p>6. Amended revised statement presented to and considered by Alcohol and Entertainment Licensing Committee;</p> <p>7. Amended revised statement presented to and considered by Cabinet (this again includes any amendments requested by Alcohol and Entertainment Licensing Committee);</p> <p>8. Final proposed statement for 2021-2026 presented to and approved by Council; and</p> <p>9. Statement published prior to taking effect.</p> <p>In view of the desire nationally not to consult with the hospitality sector at such a difficult time the process considered most appropriate for us to follow would be to 1) inform Cabinet of our intention at its meeting of 3 November 2020 and 2) obtain approval from Council at its meeting of 24 November 2020 to ensure we have a renewed Statement of Licensing Policy in particular in readiness for 7 January 2021 the day after the current Policy expires. Approval will also be sought for a simple renewal of our Policy for Sexual Entertainment Venues at the same time.</p> <p>Both Policies would benefit from some very minor updates which would not materially affect content or decision making process such as updates to local statistics and/or references to other CDC strategies/policies such as our emerging Events Strategy/Policy.</p> <p>Once there is a more consistent economic and public health landscape officers recommend a more comprehensive review based against the national backdrop at that time is undertaken.</p> <p>It is felt taking the above approach would both relieve pressure of CDC as the local Licensing Authority and allow operators of local licensed premises to continue to trade and begin the longer period of recovery by having a better understanding of what the impact will have been on the longer-term operation of licensed businesses and our night time economies.</p>
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	ER 26 Economic Recovery Plan: Events Strategy and Supporting Events Policy and Action Plan / Laurence Foord			
Description	<p>Description: Delivery of Events Strategy and supporting Events Policy and Action Plan.</p> <p>Lead Officer: Laurence Foord</p> <p>Timescale: Medium Term (3-6 months)</p> <p>Member Engagement: Cabinet Member for Housing, Communications, Licensing and Events, OSC, Cabinet</p> <p>Community/Partnership Engagement: Public consultation already undertaken surrounding Events Strategy. Internal engagement with CDC services areas Culture & Sport, Environmental Protection Team, Licensing, Communications Team etc.</p> <p>Financial Implications: Delivered with existing resource from Communications, Licensing & Events plus resource from CDC Culture & Sport</p>	Overall Due Date	31-Oct-2020	
	Milestones	Due Date	Completed	Completed Date
	Report to OSC - draft Events Policy	15-Sep-2020	Yes	29-Sep-2020
	Report to Cabinet - draft Events Policy	06-Oct-2020	Yes	12-Oct-2020
	Delivery of events to aid recovery post Covid19	31-Oct-2020	Yes	26-Aug-2020
	Development of events policy for CDC land	31-Oct-2020	Yes	21-Aug-2020
	Implementation of Events action plan	31-Oct-2020	No	

Latest Update	<p>Work continues with Communications, Licensing & Events plus Leisure & Sport to develop the Event Policy and support the recovery of events taking place across the district going forward during/post the current Covid-19 pandemic. Officers attend and contribute to regional and national seminars on event recovery linked to Covid-19 such as the Sussex Local Authority Resilience Partnership and national Local Authority Event Officers Group (LAEOG) to both keep abreast of current national trends/actions and horizon scanning. This work will be ongoing.</p> <p>A draft Events Policy has been developed and will be considered by SLT in August before being presented to OSC in September and Cabinet in October.</p> <p>The events policy has been developed in collaboration between Communications, Licensing & Events and Leisure & Sports Development to support the vision of the Events Strategy and to provide a clear framework for the programming and operation of events taking place on CDC owned and managed land. The policy applies primarily to parks and open spaces but also includes car parks and other areas of land owned by the council. The policy will be a live document to enable it to respond to changes in legislation and codes of practices as they develop and emerge.</p>
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8. Tourism and Culture

	ER 27 Rebranding of Visit Chichester / VC & Sarah Peyman			
Description	<p>Description: Rebranding of Visit Chichester to 'The Great Sussex Way' to lead, drive and facilitate high quality, sustainable and coordinated growth in Chichester District's visitor economy by providing strategic direction, coordinated marketing activity and business intelligence. Relaunch the DMO, making it more relevant to the whole of the district, working with partners on the recovery of the tourism sector following Covid-19</p> <p>Lead Officer: Visit Chichester, supported by Sarah Peyman</p> <p>Timescale: Immediate (0-3 months)</p> <p>Member Engagement: All Members</p> <p>Community/Partnership Engagement: Tourism and Cultural Partners</p> <p>Financial Implications: Existing £50k annual funding agreement + request for additional funding (see Corp Plan 020 for more details)</p>	Overall Due Date	31-Mar-2021	
	Milestones	Due Date	Completed	Completed Date
	Complete rebranding of Visit Chichester to The Great Sussex Way, including new logo	31-Jul-2020	Yes	20-Jul-2020
	Launch event to be hosted when lockdown restrictions allow - due date TBC		No	
Latest Update	A full brand strategy has been created and the logo development has been completed. Brand assets which include 20 illustrations of key attractions and interests around the district are in the final stages of development. A brand advisory group meeting attended by attractions and groups from across the district saw the brand extremely well received by all. Brand launch ideas are being discussed and will be confirmed shortly.			


	ER 30 Economic Recovery Plan: Development of a Cultural Strategy / Sarah Peyman			
Description	Description: Development of Cultural Strategy Lead Officer: Sarah Peyman Timescale: Medium Term (3-6 months) Member Engagement: Cabinet Member for Communities and Culture Community/Partnership Engagement: PHG, CFT Cultural sector Financial Implications: Partnership funding to commission a joint EIA and social impact study. CDC funding required £20k (approved Cabinet/Council July 2020)	Overall Due Date	31-Mar-2021	
Milestones		Due Date	Completed	Completed Date
Complete social impact study		31-Dec-2020	No	
Completion of economic impact assessment for the city centre in partnership with CFT, PHG and The Novium.		31-Dec-2020	No	
Development of cultural strategy and cultural partnership for the district to aid recovery post covid19		31-Dec-2020	No	
Work in partnership to deliver a year of culture in 2022		31-Mar-2021	No	
Latest Update	Following discussions at Council, discussions are taking place with Chichester Festival Theatre and Pallant House Gallery to identify appropriate timescales for completing the Economic and Social Impact Studies. Further work is also taking place regarding consideration of including of other cultural organisations in the study. Initial meetings regarding the formation of a cultural partnership and the development of a cultural strategy have been held with CFT and PHG and Visit Chichester. Discussions are also ongoing regarding the development of a celebration of culture for 2022 to recognise a number of significant anniversaries that year.			

	ER 31 Economic Recovery Plan: Support for Chichester Festival Theatre / Sarah Peyman			
Description	Description: Continue to support Chichester Festival Theatre (CFT) with the annual Cultural Funding Agreement Lead Officer: Sarah Peyman Timescale: Long Term (12 months +) Member Engagement: Cabinet Member for Communities and Culture, OSC, Cabinet, Council Community/Partnership Engagement: CFT Financial Implications: £187,500 annual agreed until March 2022	Overall Due Date	31-Mar-2022	

Milestones		Due Date	Completed	Completed Date
Support CFT with alternative events during recovery phase post covid 19		31-Dec-2020	No	
Work with CFT on year of Culture event for 2022		31-Dec-2021	No	
Review support required by CFT post March 2022		31-Jan-2022	No	
Report to Cabinet - date(s) TBC			No	
Report to Council - date(s) TBC			No	
Report to OSC - date(s) TBC			No	
Latest Update	<p>Whilst the indoor performance spaces have remained closed we have been working with Chichester Festival Theatre on their Movies and Music Weekend. From 28-30 August in partnership with Chichester Cinema at New Park they are staging a drive-in cinema in Northgate Car Park. Prior to each film at the drive-in they are going to have some on-screen content for audiences as they arrive. They are giving the opportunity to partners, other cultural partners and charity partners to include a message or video content free of charge. Content for both The Novium Museum and a wider Council message will be shown during this time. The drive-in cinema is followed by 2 live open-air events in Oaklands Park on Monday 31 August. Family Fun in the Park sees Hugh Bonneville read The Tiger Who Came to Tea and Mog the Forgetful Cat, with actors using puppetry to bring the stories to life, followed by a Family 'Dane-Along'. The evening Concert in the Park has Omid Djalili introduce songs performed by West End Stars from musicals including South Pacific, West Side Story, Wicked, The Sound of Music and My Fair Lady.</p>			


 ER 32 Economic Recovery Plan: Support for Pallant House Gallery / Sarah Peyman				
Description	<p>Description: Continue to support Pallant House Gallery (PHG) with the annual Cultural Funding Agreement Lead Officer: Sarah Peyman Timescale: Long Term (12 months +) Member Engagement: Cabinet Member for Communities and Culture, OSC, Cabinet, Council Community/Partnership Engagement: PHG Financial Implications: £130,000 annual agreed until March 2022</p>		Overall Due Date	31-Mar-2022
Milestones		Due Date	Completed	Completed Date
Work with PHG on year of Culture event for 2022		31-Dec-2021	No	
Review support required by PHG post March 2022		31-Jan-2022	No	
Report to Cabinet - date(s) TBC			No	
Report to Council - date(s) TBC			No	
Report to OSC - date(s) TBC			No	

Latest Update	<p>Pallant House Gallery re-opened its doors to the public on 5 August, having been closed since 17 March. During the closure much of the collection was put into secure storage, and regular checks of the building were made by Duty Managers.</p> <p>Entry to the Gallery is now by pre-booked tickets online, with 273 slots per day (221 on Sundays). Opening hours have been reduced to 10-4pm and 11-4pm on Sundays. Attendance in the first week was at 45% capacity, 61% week 2 and around 80% week 3. There are also dedicated slots for members of the community programme on Mondays when the Gallery is closed to the public.</p> <p>The new ticketing system is a substantial step forward for the digitisation of the Gallery's offer, enabling pre-sale tickets for the first time. In addition, the Gallery has introduced a new 20% discount for Blue Light Card holders - NHS keyworkers and members of the UK armed forces as a way of saying 'thank you'. All Friends were given three months free membership, and this has enabled us to maintain levels of membership and build loyalty and support, through regular ebulletins and a special issue of the magazine this summer.</p>
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	ER 33 The Novium Museum Recovery / Sarah Peyman			
Description	<p>Description: Review options for the future delivery of the Novium museum and Tourist Information Service and development of options for the service.</p> <p>Lead Officer: Sarah Peyman</p> <p>Timescale: Medium Term (3-6 months)</p> <p>Member Engagement: Cabinet Member, Novium T&F Group, OSC, Cabinet, Council</p> <p>Community/Partnership Engagement: Tourism and Cultural Partners</p> <p>Financial Implications: Existing £30k budget</p>	Overall Due Date	31-Dec-2020	
	Milestones	Due Date	Completed	Completed Date
	Development of options for the service.	31-Dec-2020	No	
	Review options for the future delivery of the Novium museum and Tourist Information Service	31-Dec-2020	No	
	Report to Cabinet - date(s) TBC		No	
	Report to Council - date(s) TBC		No	
	Report to Novium T&F Group - date(s) TBC		No	
Latest Update	<p>The Novium Museum closed to the public on 17 March and responded quickly to develop digital content in order to continue to share the collection online. The virtual museum consists of Virtual Tours, Virtual Exhibitions, Virtual Learning Activities and Curator Favourites. The museum website received over 30,000 views during the closure period.</p> <p>The museum reopened its doors to the public on 28 July with a number of covid-19 safety measures in place including one way systems, online booking and new cleaning procedures. They also achieved the 'We're Good to Go' official UK mark to signal that they have worked hard to follow Government and industry COVID-19 guidelines and have processes in place to maintain cleanliness and aid social distancing. The museum also produced an informative and playful reopening video to help visitors prepare for their visit in a time of Covid-19 which was recognised by the Museums Association as one of their favourite reopening videos.</p> <p>The museum has had many successes during lockdown including being shortlisted for the National Kids in Museums 'Family Friendly Museum Award From Home' for Virtual Roman Week 2020. The winners will be announced in October. The team have also managed to secure a number of grants during this period. £21,646 has been awarded from the Art Fund, Respond and Reimagine Grant to develop a</p>			

	<p>digital learning programme, creating a series of 3 virtual field trips and non-contact digital interpretation for the Roman Gallery in response to Covid-19 challenges. The Ready to Reopen Grant of £1,913 also helped to make the museum Covid-19 secure prior to reopening, including sneeze screens, Covid-19 graphics and additional hand sanitising stations. A further £2,000 was also secured from South East Museum Development Programme, Collections at Risk grant to upgrade the hardware and software of the museum's environmental monitoring system, allowing both temperature and humidity to be monitored remotely, reducing the risk to collections during closure periods.</p> <p>A number of short term 'Quick Win' options from the feasibility report will be taken back to the Task and Finish Group on 28 September for consideration. The Business Plan will also be reviewed and reported back to Cabinet at the end of the year.</p>
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9. Sport and Leisure


	ER 34 Economic Recovery Plan: Support for Leisure Contract / Sarah Peyman			
Description	<p>Description: Support for Leisure Contract during reopening and recovery Lead Officer: Sarah Peyman Timescale: Long Term (6-12 months) Member Engagement: Cabinet Member for Communities and Culture, Leisure Task and Finish Group, OSC, Cabinet, Council Community/Partnership Engagement: Financial Implications: Currently being reviewed</p>	Overall Due Date	31-Mar-2021	
Milestones		Due Date	Completed	Completed Date
Appointment of consultants to support negotiations with leisure contractor		30-Jun-2020	Yes	10-Jun-2020
Agree opening strategy		31-Jul-2020	Yes	22-Jul-2020
Discuss and review the contract terms for the remaining period of the contract including options for the plus 5 years		31-Mar-2021	No	
Financial support for the leisure contractor until the end of the financial year.		31-Mar-2021	Yes	06-Jul-2020
Report to Cabinet - date(s) TBC			No	
Report to Council - date(s) TBC			No	
Report to Leisure Task and Finish Group - date(s) TBC			No	
Report to OSC - date(s) TBC			No	
Latest Update	<p>We worked closely with Everyone Active to review the reopening requirements for the council's leisure centres. Consultants Max Associates were appointed to assist with the review of costs and funding support requested by Everyone Active in order to reopen. Funding until the end of this financial year based on budget forecasts was agreed through an Urgent Decision Notice and then reported to Council. Actual income and expenditure will be reviewed after 3 months and adjustments will be made to reduce Council funding</p>			

	<p>where applicable. The Council's 3 leisure centres welcomed back customers for the first time in four months on 25 July. The gyms and group exercise classes returned with a fantastic number of people enjoying the COVID safe environment. On the 2nd August the pool at Westgate Leisure centre re-opened for lane swimming and swimming lessons. The response from the users of the centres has been very positive. New procedures have been introduced at the centres, including one way systems, online booking of all activities, all cashless transactions and new cleaning procedures.</p>
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Economic Recovery Report - Project Detail - Completed Projects

Generated on: 13 October 2020

1. Inward Investment


	ER 01 Economic Recovery Plan - Inward Investment Strategy Action Plan / Melanie Burgoyne			
Description	Description: Inward Investment Strategy Action Plan Lead Officer: Melanie Burgoyne Timescale: Immediate (0-3 months) Member Engagement: Cabinet Member Community/Partnership Engagement: Businesses, LEP, CWS, RWSx Financial Implications: Existing staffing budget. Recurring cost as action plan needed each year.	Overall Due Date	31-Jul-2020	
Milestones		Due Date	Completed	Completed Date
Draft action plan for 2020/21 taking into account revised economic position and recovery plan.		31-Jul-2020	Yes	31-Jul-2020
Latest Update	19-Aug-2020 Action Plans prepared for Inward Investment and Economic Development Strategies for 2020/21			

2. Support for the High Street and Retail


	ER 04 High Street Recovery Action Group / Tania Murphy			
Description	Description: High Street Recovery Action Group Lead Officer: Tania Murphy Timescale: Immediate (0-3 months) Member Engagement: Cabinet Member Community/Partnership Engagement: Town/Parish Councils, Business Associations, WSCC, BID, Chamber, LEP, Members, Vision steering groups/Town Vision groups Financial Implications: Existing budget. Recurring cost to deliver actions (not all CDC costs). Redeployment of resources to support.	Overall Due Date	31-Mar-2021	
Milestones		Due Date	Completed	Completed Date
Establish working group as a sub group of the Vision, with Cabinet Member to lead and OSC to nominate a Member		31-Jul-2020	Yes	31-Jul-2020
Extend group membership to include businesses, partners and Members		31-Jul-2020	Yes	31-Jul-2020

Identify actions needed for medium/longer term recovery and transformation of the High Street	31-Jul-2020	Yes	01-Oct-2020
Review current group members	31-Jul-2020	Yes	31-Jul-2020
Latest Update	01-Oct-2020 High Street Recovery and Transformation Group has met and discussed actions and agreed areas of focus. Next meeting to be held 13th October. Member Action Team to consider areas of focus has met several times and actions have been included within the action plan for consideration at meeting on 13th October. A number of Chichester Vision projects also feed into this area of work and are being monitored by the Vision Steering Group.		

5. CDC Commercial Portfolio

	ER 18 Ravenna Point Vacant Units / Kevin Gillett			
Description	Description: Letting of remaining vacant units at Ravenna Point, Terminus Road, Chichester Lead Officer: Kevin Gillett Timescale: Immediate (0-3 months) Member Engagement: Cabinet Member Community/Partnership Engagement: Financial Implications: Existing budget. Recurring cost from staffing budget for ongoing management.	Overall Due Date	30-Sep-2020	
Milestones		Due Date	Completed	Completed Date
Review of marketing approach.		30-Sep-2020	Yes	10-Sep-2020
Review of valuation and rental offer.		30-Sep-2020	Yes	29-Sep-2020
Latest Update	30-Sep-2020 Joint marketing with agents now ended. All units currently under offer.			

8. Tourism and Culture

	ER 29 Economic Recovery Plan: Additional Support for Visit Chichester / Sarah Peyman		
Description	Description: Additional support for Visit Chichester to develop strong organisational structure and campaign based activities to regrow the tourism economy in the district Lead Officer: Sarah Peyman Timescale: Medium Term (3-6 months) Member Engagement: OSC and Cabinet Members Community/Partnership Engagement: Financial Implications: Request for additional funding (approved at Cabinet/Council July	Overall Due Date	30-Sep-2020

	2020): 20/21 additional £100k, 21/22 additional £100k, 22/23 additional £100k (end of current five years), 23/24 – £130k, 24/25 - £130k		
	Milestones	Due Date	Completed
	1. To establish resources required to deliver the new Business Plan and to develop and promote The Great Sussex Way™ visitor experience and destination - due date TBC		Yes 05-Oct-2020
	2. To support partners at both local and national level and seek to generate economic growth in line with or better than the national average - due date TBC		Yes 05-Oct-2020
	3. To be financially sustainable with public and private funding - due date TBC		Yes 05-Oct-2020
Latest Update	21-Aug-2020 A report was received by Cabinet in July 2020 detailing policy options CDC could adopt to support the recovery of Chichester District from COVID-19. In order to secure support for the Tourism industry in the District, Cabinet resolved to recommend to Council that the current level of support to Visit Chichester be increased by £100k per year in years 2020/21, 2021/22 & 2022/23 and new support be provided of £130k per year in 2023/24 & 2024/25. Full Council agreed this on 21 July 2020. Delegated powers were also given to the Director for Growth and Place to approve a new Service Level Agreement with Visit Chichester, following consultation with the Cabinet Member for Communities and Culture and the Cabinet Member for Growth, Place and Regeneration.		