

Chichester District Council

CABINET

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Infrastructure Business Plan: Terms of Reference and appointment of Joint Member Liaison Group

1. Contacts

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2. Recommendation

- 2.1. That the Joint Member Liaison Group be established with the Terms of Reference appended to this report.**
- 2.2. That CDC appointments to the Joint Member Liaison Group comprise the Cabinet Members for Finance and Governance and Housing and Planning plus a member from the Development Plan and Infrastructure Panel.**

3. Background

- 3.1. At the meeting on 14 October 2014, Cabinet agreed to put Governance arrangements in place in order to prioritise how the Community Infrastructure Levy (CIL) should be spent. It was agreed that an Infrastructure Business Plan (IBP) be produced. The IBP will prioritise the infrastructure needed to support growth identified in the Local Plan via a five year rolling programme for its delivery, together with possible funding broken down by source.
- 3.2. It was also agreed that the IBP would be endorsed by authorities with a democratic mandate on behalf of their local communities. Although CDC collects and accounts for CIL and will ultimately agree the IBP, WSCC as a major provider and a democratically elected body in its own right should be involved at a member level in preparing the IBP. It was therefore agreed that a joint Member Liaison Group of councillors from both WSCC and CDC should consider and endorse the IBP.
- 3.3. It was also agreed that the joint Member Liaison Group would not be a formal decision-making joint committee and so it would not be necessary that the two councils should have equality of representation. It would be for each Council to determine its mix of executive and non-executive members. However, the Liaison Group needs to enable each Council to appoint its key members, but without being so large as to be unwieldy. WSCC has in mind to appoint one member of its Cabinet and the Chairmen of the two County Local Committees.

4. Outcomes to be achieved

- 4.1. The Council will need to ensure the timely provision of infrastructure to accommodate the level of growth identified in the Local Plan. It is likely that there will be insufficient funding to provide all the infrastructure the community desires. Therefore the Council will need to prioritise infrastructure funding. These priorities will be made transparent in the IBP.
- 4.2. The community at large, the development industry and infrastructure delivery commissioners will benefit from greater certainty about what infrastructure will be provided and its timing.
- 4.3. The IBP will be monitored through the Authority's Local Plan Monitoring Report, published annually in December. This will include a record of payments through S106 and CIL, as well as tracking development. The IBP will also be subject to scrutiny from the Corporate Governance and Audit Committee.

5. Proposal

- 5.1. The proposal is that a Joint Member Liaison Group should be established, comprising members of CDC and WSCC, with the terms of reference set out in the Appendix. It is proposed that CDC also appoints three members comprising Cabinet members for finance and governance and housing and planning plus one other member from the Development Plan and Infrastructure Panel.
- 5.2. The member liaison group will meet in September 2015 to consider and endorse the draft IBP for consultation with stakeholders, including developers, infrastructure providers and parish councils. It would then meet again in December 2015 to make any amendments resulting from the consultation.
- 5.3. Final decisions on the allocation of CIL would then be made by CDC Full Council on the recommendation of Cabinet, in accordance with the endorsed IBP and as part of the process of preparing and approving the Council's own revenue budget and capital programme.
- 5.4. The Council's capital programme would include the District Council's own infrastructure provision and planned payments of CIL towards the infrastructure of other Infrastructure Delivery Commissioners. It would not include infrastructure of other providers fully funded from other sources such as S106. It would be for Infrastructure Delivery Commissioners to manage cash flow for their infrastructure provision, including before CIL is paid over.
- 5.5. If the need arises for major changes to the IBP to be made outside the decision-making cycle, the joint member liaison group will be consulted and CDC's normal decision making procedure can be followed.

6. Alternatives that have been considered

- 6.1. The proposal set out above follows from the previous consideration by the Cabinet. It would be possible to leave the decision-making process entirely with

Chichester District Council, but given the County Council's democratic credentials and its statutory responsibility for education, highways and other major public services, the interests of co-ordination would be best served by involving them in agreement on the plan for delivering the infrastructure required by the community.

7. Resource and legal implications

7.1. There are likely to be resource implications associated with the joint liaison group as support services will be required to assist. However, it should be noted that CIL can be used to fund administrative costs.

8. Consultation

8.1 WSCC officers have been consulted and support these proposals, and their comments have been incorporated.

9. Community impact and corporate risks

9.1. There is a risk that consensus may not be achieved on the infrastructure priorities. These issues are more likely to be resolved by negotiation.

9.2. Community awareness and expectations will have to be managed carefully throughout the process.

10. Other Implications

Crime & Disorder:	None
Climate Change	None
Human Rights and Equality Impact	None
Safeguarding	None

11. Appendix

11.1. Proposed Terms of Reference.

12. Background Papers

None