

REPORT TO:	Planning Policy Committee - 26 January 2023
SUBJECT:	Infrastructure Investment Plan (IIP) Update
LEAD OFFICER:	Kevin Owen, Planning Policy & Conservation Manager
LEAD MEMBER:	Councillor Richard Bower
WARDS:	All
CORPORATE PRIORITY / POLICY CONTEXT / CORPORATE VISION:	
<p>The recommendations supports:-</p> <ul style="list-style-type: none"> • Improve the Wellbeing of Arun; • Delivering the right homes in the right places. 	
DIRECTORATE POLICY CONTEXT:	
<p>The proposals will help to enhance the quality of the natural and built environment, protect the district's natural and heritage assets and to promote economic growth in a sustainable manner, striking a balance between the need for development and the protection of scarce resources.</p>	
FINANCIAL SUMMARY: There are no direct financial implications arising from this Infrastructure Investment Plan light touch update. However, there may be implications for allocation of CIL funding priorities.	

1. PURPOSE OF REPORT

- 1.1. This report seeks to update the Committee on the Infrastructure Investment Plan 2022-2024 (IIP) and work scheduled for 2023 before the IIP is updated fully in 2024. Under the Council's Governance procedures (Background Paper 1 Governance) there will be a 'light touch' update in 2023 to existing projects on the IIP including any potential new projects that might added and how they will be assessed.

2. RECOMMENDATIONS

- 2.1. Planning Policy Committee resolves that:-

- i. All infrastructure providers be invited to provide any updated information on the status of existing projects on the IIP and whether there are any potential new projects that providers may like to be considered for assessment and prioritisation.

3. EXECUTIVE SUMMARY

- 3.1. Arun District Council became a Community Infrastructure Levy (CIL) Charging Authority in April 2020. A CIL Governance process was approved at Full Council on 25th January 2021 which set out how CIL infrastructure proposals will be

prioritised. This led to the preparation of a 3-year Infrastructure Investment Plan (for the period 2022-2024) which was approved by the Council on 9 March 2022.

- 3.2. The IIP process includes Arun District Council undertaking consultations with infrastructure providers and Town/Parish Councils, inviting project bids and supporting evidence, to help identify infrastructure projects eligible for funding and prioritisation assessment.
- 3.3. The approved IIP 2022-2024 includes a 'shortlist' of 5 priority projects that were identified for funding, following the IIP consultation process carried out in 2021, over the three years (Background Paper 2) and the proposed spend apportionment for those projects. In addition, a 'baseline list' or long list (Background Paper 3) has been produced to sit alongside the priority list and this has been assessed (and prioritised according to criteria with a Red, Amber, Green coding i.e. RAG assessment).
- 3.4. In accordance with the Governance procedures, the short list and baseline list will be kept under review following a 'light touch approach' in the intervening year, as the status and priority of projects changes over time (e.g. where there is updated or new evidence informing funding, delivery and prioritisation).
- 3.5. In accordance with the Governance procedures, master contracts have now been drawn up for West Sussex County Council and Arundel Town Council for their respective projects that are included on the 'short list'. Once signed, the master contracts will be sealed ready for transfer of funds when requested by the provider and appended with a project proforma evidencing delivery.
- 3.6. A sum of £5,560.00 will shortly be transferred to Arundel Town Council for their project at Priory Pocket Park following the receipt of a signed and sealed master contract and proforma.
- 3.7. A total CIL income of £359k was received in 2021/2022. It is anticipated that a similar level of CIL receipts may be accrued in 2023 net of any CIL relief granted.
- 3.8. The table shows the total CIL funds transferred to Town and Parish Council's since CIL charging was introduced in April 2020:-

Town/Parish	Totals up to Oct 2022
Aldingbourne	£31,275.00
Aldwick	£583.25
Angmering	£8,639.40
Arundel	£0.00
Bersted	£3,050.00
Bognor Regis	£1,934.38
Climping	£11,386.52
East Preston	£3,771.18
Felpham	£2,075.00
Ferring	£8,738.87
Ford	£0.00

Kingston	£0.00
Littlehampton	£2,487.50
Lyminster	£0.00
Middleton-on-Sea	£570.00
Pagham	£15,869.35
Rustington	£2,975.00
Walberton	£0.00
Yapton	£32,500.00
Barnham & Eastergate	£62,152.58
Poling	£0.00

4. DETAIL

- 4.1. For existing and new project proposals to be assessed under the light touch approach, they must meet the definition of Infrastructure (e.g. provision of footpaths/cycle routes, play areas etc.) in order to be eligible for Arun District Council CIL funding which can help to support the delivery of the Local Plan or Neighbourhood Development Plan.
- 4.2. If a project is already included in the IIP, and there is more up to date information to help prioritise the infrastructure project for funding, the provider should:-
- Share the information with the project provider(s) (e.g. West Sussex County Council (WSCC), Town or Parish Council, Fire, Police or Health authority/body) to put it into the right format (i.e. the IIP project pro forma that is sent out);
 - Send the CIL IIP pro forma back to Arun District Council.
- 4.3. If the service provider has a new project that they want to be included on the IIP they must:-
- Gather up relevant information for the project as far as they can (the information required is specified in the IIP Proforma accessed via Background Paper 1);
 - Share the information with a relevant infrastructure provider if the project falls within a particular authority function (e.g. WSCC if the project relates to highways) including the relevant Town or Parish Council;
 - Carry out consultation/engagement with the public and community affected by their infrastructure project to gauge support;
 - Submit the infrastructure project pro forma to us.
- 4.4. West Sussex County Council (WSCC) have indicated that they wish to amend the priority given to the Westhampnett Waste Transfer project. This project forms one of the projects comprising part of Arun District Council's Waste Transfer Infrastructure delivery to support the Local Plan as set out in the Infrastructure Delivery Plan 2017. The downgrading is a result of revised timing due to delays. Alternatively, WSCC propose bringing forward the Littlehampton Waste Centre project located off Toddington Lane. WSCC consider that this project can deliver in the short term and may 'be promoted to the Arun IIP 'short list' in place of the Westhampnett scheme which can now be moved to the long list of projects.

WSSC's evidence cover report in support of this project is attached as Appendix 1. This project will be assessed and prioritised on this basis and an appropriate funding allocation will require approval through the Governance process (this sets out that West Sussex County Council receive 70% of the 'District' pot of CIL for investment in infrastructure projects – in reality some projects will secure joint funding contributions across the allocated CIL pots including other capital budgets, where collaboration is needed).

5. CONCLUSION

- 5.1. The CIL IIP will be fully updated in 2024. However, in 2023 the Council can consider requests for speeding up infrastructure projects or for new projects to be assessed and prioritised as part to a 'light touch' approach. Any proposals will be looked at in accordance with the Council's Governance procedures and scored according to how well they deliver the council's infrastructure priorities. Currently Arundel Town Council, West Sussex County Council and Arun District Council all have projects on the Shortlist and other providers have projects on the Long List. Health and Education responded but no projects were ready to be included during the IIP process in 2021. Following the 'light touch' update, these delivery bodies may have new projects or updates for the IIP.
- 5.2. A key consideration will be whether there is enough CIL income receipts available to advance or add a new project, without adversely impacting on existing IIP priorities.
- 5.3. Importantly, this will also look at whether an infrastructure project can be delivered within the IIP 3-year programme, so providers will need to include such evidence as the business case, detailed design, contractual arrangements, and delivery timescale.
- 5.4. However, if this is not possible, the infrastructure project can still be added to the IIP baseline list and RAG assessed ready for future updates to the IIP.
- 5.5. An update will therefore, be requested on an informal basis from all infrastructure providers/Town and Parish Councils, relating to their existing projects or to submit any new projects for assessment. This will run for 4 weeks from the 1 March 2023.
- 5.6. New infrastructure projects must be vetted by the joint 'Arun Member and Officer CIL Liaison Meeting' and recommended for approval by Planning Policy Committee. Those that exceed £25,000 cost will need to be approved as a Planning Policy Committee recommendation to Full Council. When the Council full diary is published for 2023 the programme for Arun Member and Officer CIL Liaison Meetings will be finalised (involving at least two meetings) to link and report to an appropriate Planning Policy Committee.
- 5.7. If projects bids are identified that are not strategic infrastructure and are more local in scale, then the Town and Parish might be able to help - if they have received CIL funding and are preparing their own infrastructure investment plans. Parish and Town councils are also able to spend CIL on a slightly wider definition of infrastructure supporting plan delivery.

6. CONSULTATION

- 6.1. Consultations were undertaken with infrastructure stakeholders in the preparation of the adopted IIP. The light touch update will follow an informal level of consultation (in accordance with governance procedures) when it gets underway in 2023.

7. COMMENTS BY THE GROUP HEAD OF CORPORATE SUPPORT/SECTION 151 OFFICER

- 7.1. The implementation of the recommendations will be accommodated within existing resources to update the IIP on a light touch basis.

8. RISK ASSESSMENT CONSIDERATIONS

- 8.1. There are no risk assessment considerations.

9. COMMENTS OF THE GROUP HEAD OF LAW AND GOVERNANCE & MONITORING OFFICER

- 9.1. There are no Governance or legal implications arising from this update and legal support will be provided throughout the life of the IIP.

10. HUMAN RESOURCES IMPACT

- 10.1. There are no implications arising for Human Resources.

11. HEALTH & SAFETY IMPACT

- 11.1. There are no direct implications for Health & Safety.

12. PROPERTY & ESTATES IMPACT

- 12.1. There are no direct implications for Council property.

13. EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE

- 13.1. There are no direct adverse implications for Equalities/Social Value.

14. CLIMATE CHANGE & ENVIRONMENTAL IMPACT/SOCIAL VALUE

- 14.1. There are no direct adverse implications for Climate Change however, the improvement of the handling and recycling of waste will help to address waste minimisation, carbon and energy efficiency.

15. CRIME AND DISORDER REDUCTION IMPACT

- 15.1. There are no direct adverse implications for Crime and Disorder. However, the Council has a legislative obligation to consider the impact on crime and disorder in all development plans and projects within the district.

16. HUMAN RIGHTS IMPACT

16.1. There are no direct adverse implications for Human Rights.

17. FREEDOM OF INFORMATION / DATA PROTECTION CONSIDERATIONS

17.1. There are no implications for FOI/Data Protection.

CONTACT OFFICER:-

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BACKGROUND DOCUMENTS:

Background Paper 1: Governance:-

<https://www.arun.gov.uk/cil-adoption>

Background Paper 2: Shortlist:-

<https://www.arun.gov.uk/download.cfm?doc=docm93jjjm4n18288.pdf&ver=19494>

Background Paper 3: Long List:-

<https://www.arun.gov.uk/download.cfm?doc=docm93jjjm4n18481.pdf&ver=19734>

Appendix 1 – WSCC Littlehampton Recycling Site

Littlehampton Household Waste Facility Expansion – Request for CIL funding

Summary

Arun has prioritised funding for the expansion of waste facilities in the Infrastructure Investment Plan. CIL funding from both Arun District Council and Chichester District Council is currently prioritised for the reconfiguration of Westhampnett waste transfer station. This allocation of funding is in accordance with the Arun District Council's Infrastructure Delivery Plan 2017, which states that waste projects up to £6m are needed to cater for increased waste capacity expected for development.

WSCC Waste Services have reviewed the approach to increasing capacity to deal with waste from the District of Arun in the short term, to respond to growing demand for waste facilities from further development. A proposal at another site in Arun, Littlehampton, has been determined to be more appropriate to increase capacity in the shorter term, with the Westhampnett project to move to delivery in the medium term.

In order to improve the capacity and layout of the Littlehampton Recycling Centre it is proposed to purchase 0.2 hectares from the adjacent landowners (Persimmon Homes). The land is currently under option for such purposes until March 2023 and provides the best option to make the site larger. Previously work was undertaken to determine an alternative location for a site in the Arun district, but this has proved too expensive to pursue.

The main objective of the project is to purchase 0.2 hectares of land to extend the existing Recycling Centre to the east. This will increase the overall size of the site, provide a better service for customers by increasing the opportunity to recycle more waste, decrease queuing times by allowing more residents in at the same time which in turn results in less cars on local roads, and the impact this has on local residents.

A feasibility study has been carried out by the consultants Eunomia Research & Consulting Ltd, to carry out due diligence on the additional land, and produce high level designs and costings for incorporating the land into the existing site. The initial high level development costs are estimated, to be about £3.045m.

Currently developer contributions have been collected and or prioritised by both Arun and Chichester District Council's for the improvement of Westhampnett waste transfer station / recycling centre to increase capacity and near future demand. 100% of Arun's residual (black bag) waste including street sweepings and bulky waste is taken to Westhampnett for onward treatment / disposal.

Following a review of the project to improve the Westhampnett site by WSCC Waste Management, it is found that improvement is not required on the scale proposed at this time, further designs are being considered and it will be a medium-term project. It is requested that prioritised CIL is instead used to improve Littlehampton Recycling Centre in the short term. Improved capacity / efficiency of the Littlehampton Recycling Centre is needed given the number of new residential development being built and allocated in the area.

Financially the main benefit of the project includes increased segregation of recycling thereby reducing residual waste being sent to either landfill or the MBT (both of which are more expensive than recycling). The Westhampnett and Littlehampton projects are both expansion projects, these being more cost-effective options to provide increased capacity rather than developing and building new sites.

Background

Littlehampton Recycling Centre was redeveloped under the Recycling and Waste Handling Contract in 2005 with a new split-level design. The site is surrounded by housing to the west, allotments to the north, and the development site to the south.

The site at Littlehampton is extremely well used by residents, and due to its small size, can suffer from queuing at peak times. This pressure is currently mitigated by the booking system, but the future of booking schemes is uncertain given the government's call for evidence on the matter. Arun District Council's Local Plan requires 20,000 dwellings to be constructed during the plan period of 2011-2031, which will put additional pressure on all sites in the Arun area, Littlehampton being one of these.

The development site owned by Persimmon Homes secured planning permission in 2011, and under the Section 106 agreement, made a small parcel of land available to extend the Littlehampton Recycling Centre. Along with the Section 106 agreement, a separate Land Agreement was signed with the WSCC within which the option for the waste site expires in March 2023. (This option originally expired in September 2021 but was extended for a further 18 months).

Given the difficulty in finding suitable land and obtaining consent for a site elsewhere in the Arun District to accommodate the increased need for waste facilities, acquiring this piece of extension land of 0.2 hectares the most feasible means to provide future capacity in the waste management network.

The developer has outline planning consent for commercial use next to the land. The access road could provide an opportunity to reconfigure the existing site to increase its capacity, and new access arrangements may be possible to aid traffic flows which will help speed up residents visiting the site.

The land will provide WSCC with an opportunity to expand capacity of the site, by increasing the number of available containers for residents to recycle more waste streams, and also improves the number of parking bays that allow for more residents to be on the site at the same time which will be needed with all the housing growth happening in the Arun District.

See Appendix 2 for an overview of the Option Land, which is shown edged red (or heavy black outline) on the plan.

Feasibility and Design

A feasibility study has been carried out by the consultants Eunomia Research & Consulting Ltd, to carry out due diligence on the additional land, and produce high level designs and costings for incorporating the land into the existing site. The initial high level development costs are estimated to be £3.045m.

The feasibility study included:

- Conceptual layout options
- Site surveys, including topographical survey and intrusive ground investigations
- Permit review
- Planning review
- Programme for redevelopment
- Capital costs for development

Funding

It is intended that some of the project is financed through WSCC capital funding, currently £0.6m has been identified through WSCC capital funding to progress the project. The feasibility study has highlighted the estimated cost for the scheme delivery is likely to be in the region of £3.645m.

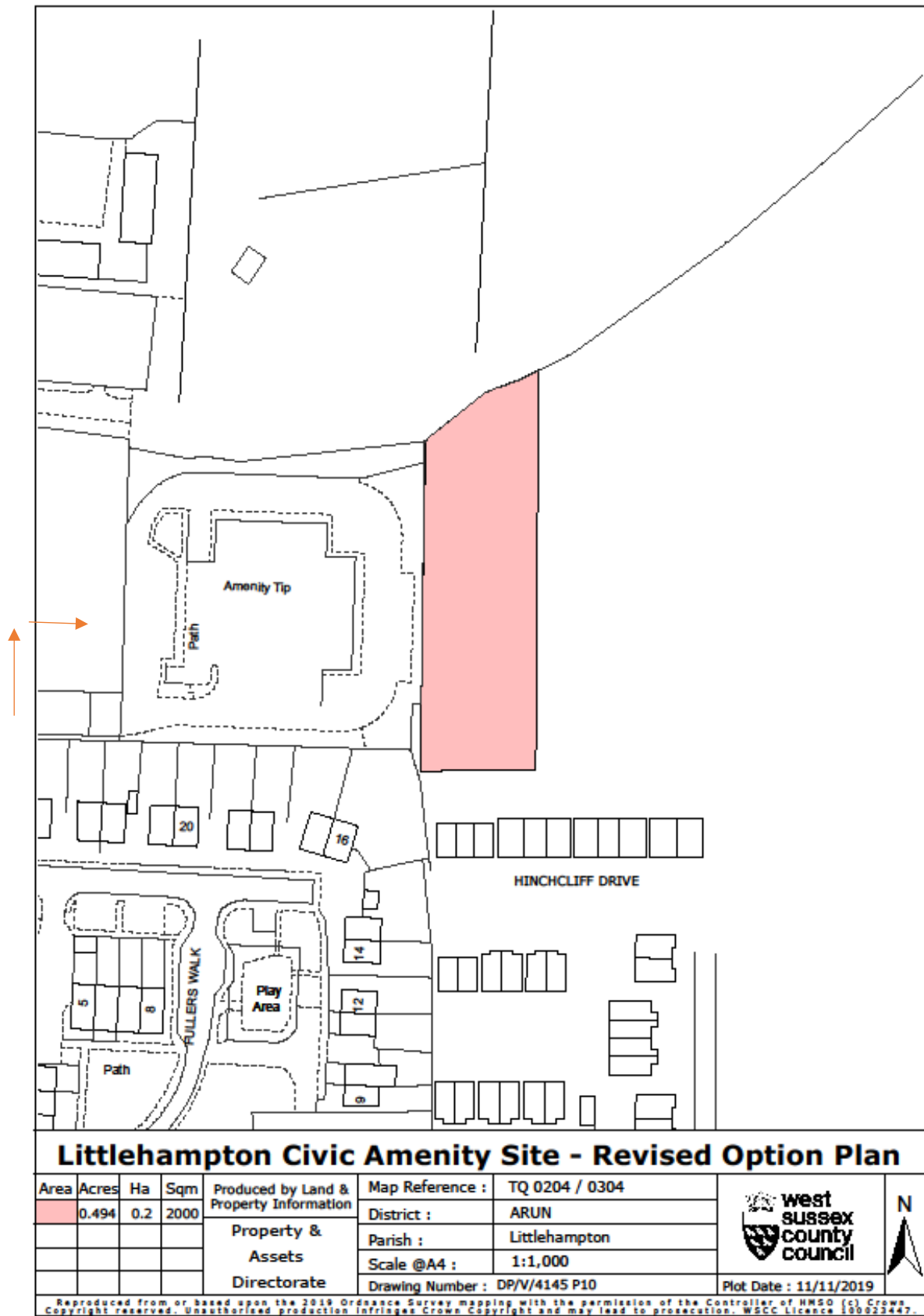
Arun District Council's IDP (February 2017) states that waste projects up to £6m are needed to cater for increased waste capacity to mitigate planned development. This is expected through the 'relocation and expansion of 2 Household Waste Recycling Sites (HWRS) (IDP pages 20 and 48).

Based on the feasibility and design work undertaken to date, funded by WSCC, it is requested that Arun District Council prioritise £3.045m CIL contributions for 'relocation or improvements of Littlehampton Recycling Centre' and the currently prioritised 'Reconfiguration of Westhampnett waste transfer station/household waste recycling site' is moved to the medium-term list of projects.



Anticipated Delivery timescales

	Milestone	Date
Key Milestones for WSCC	Approval of Full Business Case	November 2022
	Cabinet member decision	December 2022
	Exercise Option Agreement (deadline 23 rd March 2023)	January 2023
	Land purchase completion	July 2023
	Appoint consultant/Design & build contractor	September 2023
	Planning permission granted	December 2023
	Permit variation issued	March 2024
	Detailed design & procurement	September 2024
	Construction starts	October 2024
	Practical Completion	April 2025
	Defects correction	April 2026
	End of Project Report	May 2026

Appendix 2: Location of the Option Land, shown pink wash (or grey if black and white) on map below).



Littlehampton Civic Amenity Site - Revised Option Plan

Area	Acres	Ha	Sqm	Produced by Land & Property Information Property & Assets Directorate	Map Reference :	TQ 0204 / 0304		
	0.494	0.2	2000		District :	ARUN		
					Parish :	Littlehampton		
					Scale @A4 :	1:1,000		
					Drawing Number :	DP/V/4145 P10	Plot Date :	11/11/2019

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