

CNP Draft Working Vision: “To protect and enhance the character and quality of Chichester for the next two decades.”

- The Neighbourhood Plan process has been through several iterations of format but now appears settled. The team is established, and the document structure agreed as a Design Code structure that will align as the foundation and baseline for future Local Plan documentation in both the City and District.
- The CC is motivated to do the NP for the value of the precept but the community members that have got behind it in the form of the steering group have engaged for very different reasons.
- There is a clear sense in public consultation that the City has, due to the absence of a proactive vision for its future, drifted into a reactive approach to its land use and physical environment resulting in both an erosion of the city’s existing character and numerous and continuing missed opportunities to harness positive growth.
- The city faces very specific challenges which need to be tackled head on through either the Neighbourhood Plan or the Local Plan. The local plan has not taken the opportunity to develop a vision for the City leaving the NP as the only, and very democratic vehicle to direct development in a positive manner.
- The Local Plan surprisingly devolves all aspects of the city’s development future to the “Chichester Vision” document, a piece of work that covers only a small proportion of the parish area, only a few of the pressing issues that the city faces and is based on a very thin analytic foundation. That document is not fit for its current purpose and the Neighbourhood Plan, or equivalent, needs to be developed in order to take its place in the Local Plan at the earliest opportunity.
- The parish footprint is now around 90%, or more, built out, planning can no longer rely on standard means of land disposal but must now strategically identify development sites and ambitions from land that is primarily already developed. The Neighbourhood Plan provides the opportunity to identify foundation strategies for developing the city beyond ad hoc, reactive decision making driven by developers and planners.
- The grass roots up requirement of the NP process has allowed us to unlock a number of very interesting potential strategies for future development that have not been previously tabled including a revival of the Lavant, the historic amphitheatre, new and reinforced pedestrian connections, new and revived parks, a new transport hub, as well as housing and commercial development opportunities each of which would preserve and enhance the character and value of the city. This visioning role of the Neighbourhood Plan allows the city’s aspirations to rise above the prosaic priorities that have held back the City’s positive development potential and contributed to the perceived decline in character that public consultation has revealed.
- We are fortunate that we have attracted to the steering group highly qualified and experienced professionals in the fields of Urban design and project management skill sets that has not previously been deployed at this level for the city. This has really reinforced the opportunities that the city has been passing by as a result of not appropriately engaging in design visioning at a high level to ensure the highest and best use of its assets.

Note we have the SWOT analysis and map exercises we did at the July consultation that provide some evidence to support specific policy directions. We have a series of

CNP Draft Working Vision: “To protect and enhance the character and quality of Chichester for the next two decades.”

“What if” questions which we instructed not to use by the City Council which could also be used.

Chichester Neighbourhood Plan – Policy Creation

We will use the coding plan based on the National Model Design Code. See [https://assets.publishing.service.gov.uk/media/60140c1d8fa8f53fc52c5c31/National Model Design Code.pdf](https://assets.publishing.service.gov.uk/media/60140c1d8fa8f53fc52c5c31/National_Model_Design_Code.pdf)

According to Vicky Payne, one of the designers of the code:

“A design code is a set of clear, measurable rules that control the design of a place.

They differ from design guides in that they enable binary decision making: yes the code has been followed, or no it has not.”

This is helpful, as it removes a significant amount of the subjectivity from planning decision-making.

The comprehensive list of codes/policy headings is provided below. The intent is for the SG to assess each category for policy relevance in the Chichester Neighbourhood Plan. To ensure “General Conformity” we will also identify where the Local Plan and the Neighbourhood plan have precedence or carry greater weight.

Use of the Design Code “future proofs” the CNP to some degree as it aligns to the NPPF. CDC’s Local Plan draft uses an older coding, but we anticipate that their coding and ours will align when CDC updates its LP (not the current draft version.)

Each of the below will be assessed for policy relevance. Each relevant point will be described based on the evidence and mapped to the code with a policy statement made. Ideally, we will provide a complete list to identify the CNP position. As the coding is becoming more standardised, we want to use more standardised policy language rather than to create language from scratch. Access to a “Policy Library” is a key requirement.

Context

- C.1.i Character Types
- C.1.ii Site Context
- C.1.iii Site Assessment
- C.2.i Historic Assessment
- C.2.ii Heritage Assets

Movement

- M.1.i Street Network
- M.1.ii Public Transport
- M.1.iii Street Hierarchy
- M.2.i Walking + Cycling
- M.2.ii Junction + Crossings
- M.2.iii Inclusive Streets
- M.3.i Car Parking

CNP Draft Working Vision: “To protect and enhance the character and quality of Chichester for the next two decades.”

- M.3.ii Cycle Parking
- M.3.iii Services + Utilities

Nature

- N.1.i Network of Spaces
- N.1.ii OS Provision
- N.1.iii Design
- N.2.i Working with Water
- N.2.ii SUDS
- N.2.iii Flood Risk
- N.3.i Net Gain
- N.3.ii Biodiversity
- N.3.iii Street Trees

Built Form

- B.1.i Density
- B.1.ii Party Wall
- B.1.iii Types and Forms
- B.2.i Blocks
- B.2.ii Building Line
- B.2.iii Height

Identity

- I.1.i Local Character
- I.1.ii Legibility
- I.1.iii Master Planning
- I.2.i Design of Buildings

Public Space

- P1.i Primary
- P.1.ii Local + Secondary
- P.1.iii Tertiary
- P.2.i Meeting Places
- P.2.ii Multi-functional
- P.2.iii Home Zones
- P.3.i Secured by Design
- P.3.ii Counter Terrorism

Uses

- U.1.i Efficient Land Use
- U.1.ii Mix
- U.1.iii Active Frontage
- U.2.i Housing for All
- U.2.ii Type
- U.3.i Schools
- U.3.ii Community Facilities
- U.3.iii Local Services

Homes and Buildings

CNP Draft Working Vision: “To protect and enhance the character and quality of Chichester for the next two decades.”

- H.1.i Space Standards
- H.1.ii Accessibility
- H.2.i Light, Aspect, Priv.
- H.2.ii Security
- H.2.iii Gardens + Balconies

Resources

- R.1.i Energy Hierarchy
- R.1.ii Energy Efficiency
- R.1.iii Neighbourhood Energy
- R.2.i Embodied Energy
- R.2.ii Construction
- R.2.iii Modern Methods of Construction
- R.2.iv Water

Lifespan

- L.1.i Management Plan
- L.1.ii Participation
- L.1.iii Community

Chichester Neighbourhood Plan – Project Status – 28/03/2024
CNP Steering Group

PROJECT TASK	COMMENTS	ESTIMATED % COMPLETE
DOES THE CITY NEED A NEIGHBOURHOOD PLAN?		
Clarify if a plan is needed	Done by previous steering group and City Council	100%
Publicise the intention to produce a plan and contact key local partners	Done by previous steering group and City Council	100%
Speak to the Local Planning Authority to clarify if a plan is needed	Done by previous steering group and City Council	100%
Publicise the intention to produce a plan and contact key local partners	Done by previous steering group and City Council	100%
Speak to the Local Planning Authority	Done by previous steering group and City Council	100%
DETERMINE NEIGHBOURHOOD AREA		
Consult on and determine neighbourhood area	See Chichester_City_NP.pdf (chichestercity.gov.uk)	100%
Submit Neighbourhood Area application to the Local Planning Authority	Done in September 2019	100%
Decision on Neighbourhood Area by Local Planning Authority	See CDC-Delegated-Power-Chichester-City-NP-Area-Designation-Oct-2019.pdf (chichestercity.gov.uk)	100%
NEIGHBOURHOOD PLAN GOVERNANCE AND SET UP		
Establishment of a steering group and associated terms of reference	The original SG was established in approximately October 2019. See original terms of reference Neighbourhood-Plan-Steering-Group-terms-of-reference.pdf (chichestercity.gov.uk)	Agreed in 2019 by Chichester City Council. New chair appointed end of 2021. Terms of reference revised in early 2022. CNP restarted. Much of the prior spend should be accounted for separately and written off. A significant part of the SG work prior to early 2022 is not relevant or usable in the CNP and has been discarded.

Chichester Neighbourhood Plan – Project Status – 28/03/2024
 CNP Steering Group

STAKEHOLDER ENGAGEMENT		
Initial meetings/discussions with Local Planning Authority to identify scope of their support	Initial CDC support and interest was lackluster. Current engagement is better but not perfect. The officer support is problematic.	Ongoing
Develop a community engagement strategy (who do we speak to? How do we speak to the audience? When do we do it? What are the inputs enabling engagement? How does that feed into the plan? Who does it (councillors, SG, consultant, etc)	The SG recognizes the central importance of community engagement and has led with this work. However, we have not been able to maintain a team to continue this work. The consultant support includes this provision. We know what we need to do, but we lack the resources to deliver this.	70%
Engagement (we need to further test public support (or not) for the ideas brought forward from the public and other inputs during our public engagement to date—e.g. vision, ambition, and policies at every scale).	We have run several very successful community engagements (PLACE work, business forum, Chichester Community Collaboration Forum, Chichester Gala). These evidence there is considerable interest in the work, we will need to do much more Chichester-wide engagement to satisfy the Consultation Statement basic condition and the needs of public examination. This needs to be a continuous and constantly evolving engagement programme.) It is not a one-shot engagement, or a “tell” at the end of the process.	50%
Establish plan scope and formulate draft vision and objectives	Plan scope is clear, as are draft vision and objectives. Public feedback received was that it would like to provide input on where housing might go. There is justification for CNP to include the housing numbers and that the City Council should run a Call for Sites to reinforce the CNP vision. We welcome CDC's Regeneration Strategy work but it is partial (limited number of sites) and is weak on community engagement.	75%

Chichester Neighbourhood Plan – Project Status – 28/03/2024
 CNP Steering Group

BUILDING THE EVIDENCE BASE		
Meetings/discussions with Local Planning Authority on types of evidence already available and where this can be accessed or contact details of agencies who hold the data	Ongoing. We have met with WSCC and CDC officers on available data and its availability and the analysis teams to support the CNP work.	70%
Review existing evidence and identify and develop further evidence required	Ongoing. There are three classes of data. Key data (e.g., CDC, LP, primary community research such as PLACE). Secondary data (e.g., Census). Tertiary data (e.g., anecdotal, or other ephemeral information). Previous NP work focused on irrelevant data sources. The evidence collection and analysis process will continue to the Reg 14 submission based on clear data needs.	50%
Meetings/discussions with Local Planning Authority to discuss whether Strategic Environmental Assessment or Habitats Regulation Assessments are required for the plan	Not started. This requires use of a specialist consultants which will need to be procured and paid for by the City Council.	Not started. P&C responsibility and decision.
WRITING THE PLAN		
Further develop and refine the issues, vision, aims and objectives as a result of ongoing engagement and evidence gathering.	V1. CNP Potential Contents (24/1/2022) V2. CNP Potential Contents (20/2/2024) A draft outline document will be prepared if we agree a way forwards.	30%.
Translate the vision and aims in to policies and proposals	We have a good idea of the policy areas the CNP <u>could</u> focus on but this needs to be thoroughly tested with the public. We will use the coding plan based on the National Model Design Code (NMDC) to formulate policies. NOTE: we have had to continuously rein in efforts to write policies too early. A separate document on the NMDC and its role in policy formation has been developed.	50%
Check that your neighbourhood plan policies are in general conformity with the strategic policies in the	See this document as an example of how we will test and show	Ongoing.

Chichester Neighbourhood Plan – Project Status – 28/03/2024
CNP Steering Group

local plan and the National Planning Policy Framework.	alignment. https://tinyurl.com/28wvvajc . The requirement is general conformity on Strategic Policies, not 100% conformity.	
If Strategic Environmental Assessment is required-production of associated environmental report (this should be consulted on during the pre-submission consultation of the draft plan)	Not started. This requires use of a specialist consultants which will need to be procured and paid for by the City Council.	Not started. P&C responsibility and decision.
Update draft plan if required following the outcomes of the Strategic Environmental Assessment	Not started. This requires use of a specialist consultants which will need to be procured and paid for by the City Council. It's a standard process.	Not started. P&C responsibility and decision.
Pre-submission consultation	Responsibility of the City Council as the Qualifying Body.	6 weeks duration
Make relevant amendments to plan as a result of pre-submission consultation	The SG's responsibility stops at delivery of the Regulation 14 Pre-Submission Draft unless agreed otherwise.	Not in scope
Prepare basic conditions and consultation statements	The SG's responsibility stops at delivery of the Regulation 14 Pre-Submission Draft unless agreed otherwise.	Not in scope
Submit plan and associated documents required to the Local Planning Authority	Responsibility of the City Council as the Qualifying Body.	Not started
INDEPENDENT EXAMINATION		
Meet with Local Planning Authority to discuss appointment of examiner and timescales for referendum	Responsibility of the City Council as the Qualifying Body.	Not started
Regulation 16 consultation (minimum 6 weeks and led by the Local Planning Authority)	Responsibility of CDC as the Local Planning Authority.	Not started.
Examination	Responsibility of CDC as the Local Planning Authority (LPA).	Not started.
Examiners report published	Responsibility of Examiner and Qualifying Body/LPA.	Not started.

Chichester Neighbourhood Plan – Project Status – 28/03/2024
CNP Steering Group

Meetings/discussions with Local Planning Authority on the suggested recommendations and modifications to the plan (if any) within the examiner's report and next steps	Responsibility of Examiner and Qualifying Body/LPA.	Not started.
REFERENDUM		
Publication of pre-Referendum information and documents	Responsibility of the LPA.	Not started.
Referendum	Responsibility of the LPA.	Not started.
Publication of Referendum decision	Responsibility of the LPA.	Not started.
Neighbourhood plan is 'made'	Responsibility of the LPA.	Not started.

No time schedules have been set, or will be set, until we have agreed the next steps of the CNP to our mutual agreement. The following activities need to be agreed.

Confirm scope of consultant engagement	A scope of work has been provided to the Planning and Conservation Committee which is approved by the SG.	There is a difference of view on what is required. A decision from the City Council is required. We could break this up into smaller "lots" of work as different specialist expertise will be required.
Reconfirmation of SG Terms of Reference	The Terms of Reference has not been followed by the City Council, but it and the 2011 Localism Act are the primary governance for the CNP	In progress
Clarify role of City Council Officers	Officers to perform administrative roles only	In progress

Application for listed building consent for alterations, extension or demolition of a listed building. Planning (Listed Buildings and Conservation Areas) Act 1990

Privacy Notice

This form is provided by Planning Portal and based on the requirements provided by Government for the sole purpose of submitting information to the Local Planning Authority in accordance with the legislation detailed on this form.

Please be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it. Any subsequent use of this form is solely at your discretion, including the choice to complete and submit it to the Local Planning Authority in agreement with the declaration section.

Upon receipt of this form and any supporting information, it is the responsibility of the Local Planning Authority to inform you of its obligations in regards to the processing of your application. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

Local Planning Authority details:

Publication of applications on planning authority websites

Information provided on this form and in supporting documents may be published on the authority's planning register and website.

Please ensure that the information you submit is accurate and correct and does not include personal or sensitive information. If you require any further clarification, please contact the Local Planning Authority directly.

If printed, please complete using block capitals and black ink.

It is important that you read the accompanying guidance notes and help text as incorrect completion will delay the processing of your application.

1. Applicant Name and Address

Title: First name:

Last name:

Company (optional):

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

2. Agent Name and Address

Title: First name:

Last name:

Company (optional):

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

3. Description of Proposed Work

Please describe the proposals to alter, extend or demolish the listed building(s):

The erection of additional solar panels on the roof of the building.

Has the work already started without consent? Yes No

If Yes, please state when the work was started (DD/MM/YYYY):

(date must be pre-application submission)

Has the work been completed without consent? Yes No

If Yes, please state the date when the work was completed (DD/MM/YYYY):

(date must be pre-application submission)

4. Site Address Details

Please provide the full postal address of the application site.

Unit:

House
number:

House
suffix:

House
name:

The Council House

Address 1: North Street

Address 2:

Address 3:

Town:

Chichester

County:

Postcode
(optional):

PO19 1LQ

Description of location or a grid reference.
(must be completed if postcode is not known):

Easting:

Northing:

Description:

5. Related Proposals

Are there any current applications, previous proposals or demolitions for the site? Yes No

If Yes please describe and include the planning application reference number(s), if known:

Description	Reference number
An application has been submitted under ref 24/00534/LBC which is invalid. An amended application form was requested in respect of that application and is hereby provided.	24/00534/LBC

6. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application? Yes No

If Yes, please complete the following information about the advice you were given. (This will help the authority to deal with this application more efficiently).

Please tick if the full contact details are not known, and then complete as much as possible:

Officer name:

Owen Broadway

Reference:

Date (DD/MM/YYYY):
(must be pre-application submission)

March 2024

Details of pre-application advice received?

That the development to add additional solar panels to the existing array would likely be acceptable and that Listed Building Consent would be required in respect of the works.

7. Neighbour and Community Consultation

Have you consulted your neighbours or the local community about the proposal? Yes No

If Yes, please provide details:

8. Authority Employee / Member

It is an important principle of decision-making that the process is open and transparent. For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the local planning authority.

Do any of the following statements apply to you and/or agent? Yes No With respect to the authority, I am:
(a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

If Yes, please provide details of their name, role and how you are related to them.

9. Materials

Please provide a description of existing and proposed materials and finishes to be used in the building (demolition excluded):

	Existing (where applicable)	Proposed	Not applicable	Don't Know
External walls			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Roof covering			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chimney			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Windows			<input checked="" type="checkbox"/>	<input type="checkbox"/>
External doors			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ceilings			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Internal walls			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Floors			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Internal doors			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rainwater goods			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Boundary treatments (e.g. fences, walls)			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Vehicle access and hard standing			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lighting			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Others (add description)	Solar panels	Additional solar panels to match existing	<input type="checkbox"/>	<input type="checkbox"/>

Are you supplying additional information on submitted drawings or plans? Yes No

If Yes, please state plan(s)/drawing(s) references:

Plans submitted under reference 24/00534/LBC. Further plans and information to follow by email as requested in the invalidation letter, which also requested this amended application form.

10. Demolition

Does the proposal include the partial or total demolition of a listed building? Yes No

If Yes, which of the following does the proposal involve?

a) Total demolition of the listed building: Yes No

b) Demolition of a building within the curtilage of the listed building: Yes No

c) Demolition of a part of the listed building: Yes No

If the answer to c) is Yes:

i) What is the total volume of the listed building?(cubic metres)	
ii) What is the volume of the part to be demolished?(cubic metres)	
iii) What was the (approximate) date of the erection of the part to be removed? (MM/YYYY) (date must be pre-application submission)	

Please provide a brief description of the building or part of the building you are proposing to demolish:

Why is it necessary to demolish or extend (as applicable) all or part of the building(s) and or structure(s)?

12. Listed Building Grading

Please state the grading (if known) of the building in the list of Buildings of Special Architectural or Historic interest? (Note: only one box must be ticked)

Grade I Ecclesiastical Grade I

Grade II* Ecclesiastical Grade II*

Grade II Ecclesiastical Grade II

Don't know

11. Listed Building Alterations

Do the proposed works include alterations to a listed building? Yes No

If Yes, do the proposed works include: (you must answer each of the questions)

a) Works to the interior of the building? Yes No

b) Works to the exterior of the building? Yes No

c) Works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally? Yes No

d) Stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)? Yes No

If the answer to any of these questions is Yes, please provide plans, drawings, photographs sufficient to identify the location, extent and character of the items to be removed, and the proposal for their replacement, including any new means of structural support and state references for the plan(s)/drawing(s):

The application is to affix additional solar panels to the roof of the building. Additional plans to follow separately by email as requested.

13. Immunity From Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?

Yes No Don't know

If Yes, please provide the result of the application:

14. Ownership Certificates

One Certificate A, B, C, or D, must be completed with this application form

CERTIFICATE OF OWNERSHIP - CERTIFICATE A

Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990

I certify/ The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the owner* of any part of the land or building to which the application relates.

* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

Signed - Applicant:

Or signed - Agent:

Date DD/MM/YYYY):

A Watson

14/4/2024

CERTIFICATE OF OWNERSHIP - CERTIFICATE B

Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990

I certify/ The applicant certifies that I have/the applicant has given the requisite notice to everyone else (as listed below) who, on the day 21 days before the date of this application, was the owner* of any part of the land or building to which this application relates.

* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

Name of Owner	Address	Date Notice Served

Signed - Applicant:

Or signed - Agent:

Date DD/MM/YYYY):

CERTIFICATE OF OWNERSHIP - CERTIFICATE C

Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990

I certify/ The applicant certifies that:

- Neither Certificate A or B can be issued for this application
- All reasonable steps have been taken to find out the names and addresses of the other owners* of the land or building, or of a part of it, but I have/ the applicant has been unable to do so.

* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

The steps taken were:

Name of Owner	Address	Date Notice Served

Notice of the application has been published in the following newspaper (circulating in the area where the land is situated):

On the following date (which must not be earlier than 21 days before the date of the application):

Signed - Applicant:

Or signed - Agent:

Date DD/MM/YYYY):

14. Ownership Certificates (continued)

CERTIFICATE OF OWNERSHIP - CERTIFICATE D

Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990

I certify/ The applicant certifies that:

- Certificate A cannot be issued for this application
- All reasonable steps have been taken to find out the names and addresses of everyone else who, on the day 21 days before the date of this application, was the owner* of any part of the land to which this application relates, but I have/ the applicant has been unable to do so.

* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

The steps taken were:

Notice of the application has been published in the following newspaper (circulating in the area where the land is situated):

On the following date (which must not be earlier than 21 days before the date of the application):

Signed - Applicant:

Or signed - Agent:

Date DD/MM/YYYY):

15. Planning Application Requirements - Checklist

Please read the following checklist to make sure you have sent all the information in support of your proposal. Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the Local Planning Authority (LPA) has been submitted.

The original and 3 copies* of a completed and dated application form:

The original and 3 copies* of a plan which identifies the land to which the application relates and drawn to an identified scale and showing the direction of North:

The original and 3 copies* of other plans and drawings or information necessary to describe the subject of the application:

The original and 3 copies* of the completed dated Ownership Certificate (A, B, C, or D - as applicable):

The original and 3 copies* of a design and access statement, if required (see help text and guidance notes for details):

*National legislation specifies that the applicant must provide the original plus three copies of the form and supporting documents (a total of four copies), unless the application is submitted electronically or, the LPA indicate that a smaller number of copies is required. LPAs may also accept supporting documents in electronic format by post (for example, on a CD, DVD or USB memory stick). You can check your LPA's website for information or contact their planning department to discuss these options.

16. Declaration

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information. I/we confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

Signed - Applicant:

A Watson

Or signed - Agent:

Date (DD/MM/YYYY):

14/4/2024

(date cannot be pre-application)

17. Applicant Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address (optional):

a.watson@chichestercity.gov.uk

18. Agent Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address (optional):

19. Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land? Yes No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact? *(Please select only one)*

Agent

Applicant

Other (if different from the agent/applicant's details)

If Other has been selected, please provide:

Contact name:

Telephone number:

Andrew Watson

01243 788502

Email address:

a.watson@chichestercity.gov.uk



Brighton & Hove Energy Services Co-operative Ltd
Barts House
Black Lion Street
Brighton BN1 1JE
info@bhesco.co.uk
Telephone: 01273 284471

10th April 2024

Ms Sam Tate
Chichester City Council
The Council House
North Street
Chichester PO19 1LQ

Partnering with BHESCO to secure a zero-carbon future for Chichester

Dear Ms Tate,

This letter is to introduce you to Brighton and Hove Energy Services Co-operative Ltd (BHESCO), a not-for-profit social enterprise dedicated to accelerating the transition from fossil fuels in our energy supply.

We note that Chichester City Council has declared a climate change emergency but doesn't have a specific decarbonisation plan for energy. This is where we can help.

Our team has unique expertise in developing local area energy plans, ensuring they are both affordable and achievable for local authorities to meet their targets for decarbonising both heat and power.

To meet the cost of developing the plan for Chichester, we would apply for funding from the Community Energy Fund (CEF), for which we have a commendable success rate.

Please take a look at the brochure enclosed for more information and get in touch with any questions.

I look forward to hearing from you soon and beginning our journey together towards realising the goal of energy independence for Chichester.

Kind regards

Kayla Ente
Founder & CEO
BHESCO



Brighton & Hove Energy Services Co-operative Limited
Society registered with the FCA in England no. IP32097R



Who we are

BHESCo stands for Brighton and Hove Energy Services Co-operative.

We are a not-for-profit social enterprise who work with property owners and renters in Sussex and the South East, enabling them to take control over their energy supply and reduce the environmental impact of their buildings.

Based in Brighton and Hove, we have delivered many successful community energy projects throughout Sussex and our reach is growing.

We have the expertise and the ambition to scale our social enterprise business model throughout England. We hope to be considered as an archetype of how heat and power needs can be met sustainably, affordably, and democratically.



The BHESCo team (left to right)

Dan Currie, Kayla Crile, Alec Evans, Diane Smith, Simon Purver, Sofia O'Donovan, Tim Swaffee, Neil Rice, Jack Ward

Our Mission

Our mission is to empower everyone in England to meet the cost of their energy needs with efficient buildings and clean, affordable, community-owned energy.

Our Vision

We will become leaders of the community energy sector, recognised for the depth of our knowledge, excellence in project delivery and strength of our community relationships.

How do we help our customers?

BHESCo operates within the community energy sector, providing consultancy and project management services and developing new projects through the power of community investment.

Experience tells us that most property owners want to reduce their environmental impact, but don't take action because of the technical complexity or financial cost of achieving their goals.

BHESCo offers a solution to such barriers by providing a trusted project management service which delivers a cost-effective, technologically savvy energy solution delivered at no upfront cost.

With our help, our customers are leading a community energy revolution – together pioneering a new way to meet the financial and environmental cost of the energy we use, now and for decades to come.



Kayla Ente MBE
Founder & CEO

Kayla established BHESCO in 2013 and is the driving force behind the co-operative. Kayla is responsible for new business development and is the primary lead on the BHESCO Projects Team.

She is considered a thought-leader in the community energy sector and her insight has been sought by the BEIS Community Energy Contact Group and the All-Party Parliamentary Group on energy storage.

Kayla is a qualified accountant with an MBA in Environmental Management, who has previously worked with Greenpeace International, Nuon (a Dutch utility) and Ecofys (European pioneers in renewable energy).

Kayla was awarded an MBE in 2021 for her services to community energy



Garry Felgate
Chair, Non-Executive Director

Garry has a strong business and policy background in energy, environment and sustainability, built in corporate organisations (IBM, Landmark Graphics) and leading consultancies (KPMG, A.T.Kearney).

He was formally CEO of the Energy Retail Association representing the big six energy companies in the UK where he was instrumental in setting up the Warm Homes Programme.

Garry was a founder director of the Carbon Trust leading on the UK's carbon reduction programmes for business creating the Action Energy and Carbon Management programmes. He has been a non-executive director of the Energy Saving Trust, The Ombudsman Service Limited, The UK Public Health Association and the Fuel Poverty Advisory Group.

He is an alumnus of the University of Cambridge, HRH The Prince of Wales Business & The Environment Programme.



Diane Smith
Operations Director

Diane has been a finance professional for more than 25 years. After running treasury operations for The Economist Newspaper in London, she moved to the Netherlands to set up Nike's European foreign exchange risk management programme and then to Belgium to lead operational support teams and IT project managers at BNY Mellon (a US investments company). She has been working in the renewable energy sector since 2014.



Chichester City Council

PLANNING ADVISER'S REPORT FOR THE PLANNING AND CONSERVATION COMMITTEE MEETING ON 25 APRIL 2024 AT 4PM

Week 12

CC/23/02607/FUL - Case Officer: Martin Mew

Land Adjacent To 30 - 37 Royal Close Chichester West Sussex PO19 7PT

Erection of 1 no. dwelling attached to existing flats 30-37 Royal Close.

Link to application: <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S49O8GERFWJ00>

Key issues:

Principle of the development

- The proposal is for a one-bed house which would constitute affordable housing. The proposal would provide a dwelling which would contribute to the housing need in the area.
- The site is sustainably located within the settlement boundary wherein the development is acceptable in principle.
- Chichester District Council does not have a 5 year housing land supply, there is therefore a 'tilted balance' which applies to applications for housing within the area. In accordance with Paragraph 11 of the NPPF, permission must therefore be granted unless either:
 - i. NPPF policies that protect areas or assets of particular importance provide a clear reason for refusing the proposal; or
 - ii. any adverse impacts would significantly and demonstrably outweigh the benefits.

Design, appearance and Heritage impact

- The area is fairly high density and predominantly features modestly proportioned terraced and semi detached houses and flats, on narrow plots.
- The proposal would extend an existing apartment block, with the ridge, roofslope and eaves and materials matching the existing building. The proposal would reduce the space between the existing building and its neighbouring dwelling, 108 Bognor Road, but would result in a similar side-to-side relationship as many properties have in the area. The proposal would therefore be reflective of the existing character and pattern of development.
- The site is outside of, but adjacent to the conservation area. It would not harm the character or appearance of the conservation area.

Residential Amenity

- The ridge height of the building is lower than that of the neighbouring property and the building would be set back from the boundary by approximately 1.4m. The building's front is along a pedestrian part of Royal Close, and the rear of the building is along Bognor Road. A catslide roof is proposed to the front, which limits the height of the building to minimise impact and light loss to the neighbouring dwelling at 108 Bognor Road. No. 108 features no first floor windows to its side elevation and there would be no loss of privacy. The proposed development would not be unacceptably overbearing and the relationship would be similar to others in this area.

Access and Permeability

- The pedestrian access between the property and its adjacent neighbour, connecting Bognor Road and Royal Close, would be retained.

Parking

- The proposed additional parking would be adequate. The nature of this social housing is such that residents may not be drivers themselves, however, adequate parking would still be required for visitors and carers. WSCC requirements for this area would be 0.6 of a

parking space for each 1-bed unit. 4 additional parking spaces close to block J are proposed to serve both this one-bed dwelling and the two one-bed flats proposed under ref 23/02608/FUL.

- Applicants are only required to provide the parking necessary for the proposed development, they cannot be required to provide additional parking to make up for an existing deficit.

Recommendation: No objection, however, a parking space should be provided closer to the proposal site if possible.

Plans:



LOCATION PLAN - 1:1250
Ordnance Survey © Crown Copyright 2019. All Rights Reserved. Licence number 100022432

Parking



CC/23/02608/FUL - Case Officer: Martin Mew

Land To The Rear Of 3 York Road Chichester West Sussex PO19 7TJ

Erection of 2 no. 1-bed flats.

Link to application: <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S49OBGERFWL00>

Key issues:

Principle of the development

- The proposal is for two one-bed flats and would constitute affordable housing. The proposal would contribute towards the housing need in the area.
- The site is sustainably located within the settlement boundary wherein new housing development is acceptable in principle in order to achieve a sustainable pattern of development, which should be focused within urban areas.
- Chichester District Council does not have a 5 year housing land supply, there is therefore a 'tilted balance' which applies to applications for housing within the area. In accordance with Paragraph 11 of the NPPF, permission must therefore be granted unless either:
 - i. NPPF policies that protect areas or assets of particular importance provide a clear reason for refusing the proposal; or
 - ii. any adverse impacts would significantly and demonstrably outweigh the benefits.
- The proposal is for a two storey, detached building at the far end of Royal Close, within land which currently forms part of the rear garden of 3 York Road.

Design, appearance and Heritage impact

- Although the Royal Close area is excluded from the conservation area, the site would fall within it, as the conservation area boundary includes the whole of the rear garden of 3 York Road. However, due to its position, it would not be seen from York Road.
- The building would be of modern design, and would relate well to its surrounding built context, the Royal Close development, from within which it would be seen and experienced.
- The Chichester Conservation Area Character Appraisal refers to York Road within Area 9. Front gardens are mentioned as forming part of the character of the area, as they are seen from the public realm. There is not significant mention of the contribution of rear gardens, although they may form part of the historic plot and development layout. Advice should be sought from the Conservation Officer to establish what level of harm, if any, would result from the change of plot layout and use of this part of the rear garden, upon the significance of the conservation area.
- Paragraphs 205-208 of the NPPF set out that designated heritage assets such as conservation areas must be conserved or enhanced. Any harm, even if less than substantial, must only be allowed if it is outweighed by the public benefits of the proposal which could not otherwise be provided. The public benefit of the proposal is the provision of affordable housing for which there is an established need.
- Unless otherwise advised by the Conservation Officer, it would not appear that the proposal would have a significant impact on the character or appearance of the conservation area, and therefore this would not form a 'clear reason for refusal'. Nor would there be harm which would 'significantly and demonstrably outweigh the benefits' of the proposal.

Parking

- Although applicants cannot be required to provide additional parking to make up for an existing deficit, the opportunity has been taken by the developer to provide additional parking. WSCC requirements for this area would be 0.6 of a parking space for each 1-bed unit; a total requirement of 1.2 spaces for this proposal. 4 additional parking spaces are proposed, although these would serve both this proposal and the one-bed house proposed under ref 23/02607/FUL. This would still represent an additional two spaces over and above WSCC parking requirements.

Residential Amenity

- There would be adequate distance between the proposed development and the neighbouring properties to maintain suitable privacy, amenity and light.

Recommendation: No objection subject to the approval of the Conservation Officer in respect of the impact upon the Conservation Area.

Plans:



CC/24/00473/FUL - Case Officer: Miruna Turland

Public Conveniences Tower Street Chichester West Sussex

Demolition of existing public conveniences and construction of a boundary fence to neighbouring property.

Link to application: <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S9KHMIERHGV00>

Key issues:

- The proposal is to demolish the public convenience building due to subsidence and the cost of structural repair and maintenance. A 1.8m closed boarded timber boundary fence with concrete fence posts would be erected to enclose the resultant gap in the brick built boundary wall of the adjacent plot.
- Public conveniences form part of the infrastructure needs within a city centre. The nearest alternative facilities are a significant distance away at the Market car park or Priory Park. This is likely to present significant difficulty for those in need, particularly disabled residents, those with limited mobility, older residents and women or anyone caring for small children. It may result in shoppers avoiding the city centre in favour of more convenient outlets, which would harm the vitality and viability of the city centre.
- The site is within the city centre conservation area. The building is of no architectural or historic value and does not contribute to the conservation area and its loss would preserve or enhance the character and appearance of the conservation area.
- The erection of a fence to infill a gap in a brick wall would appear incongruous and would harm the character and appearance of the conservation area in this location. Should the application be approved, a wall should be erected to match in with the existing.

Recommendation: Objection.

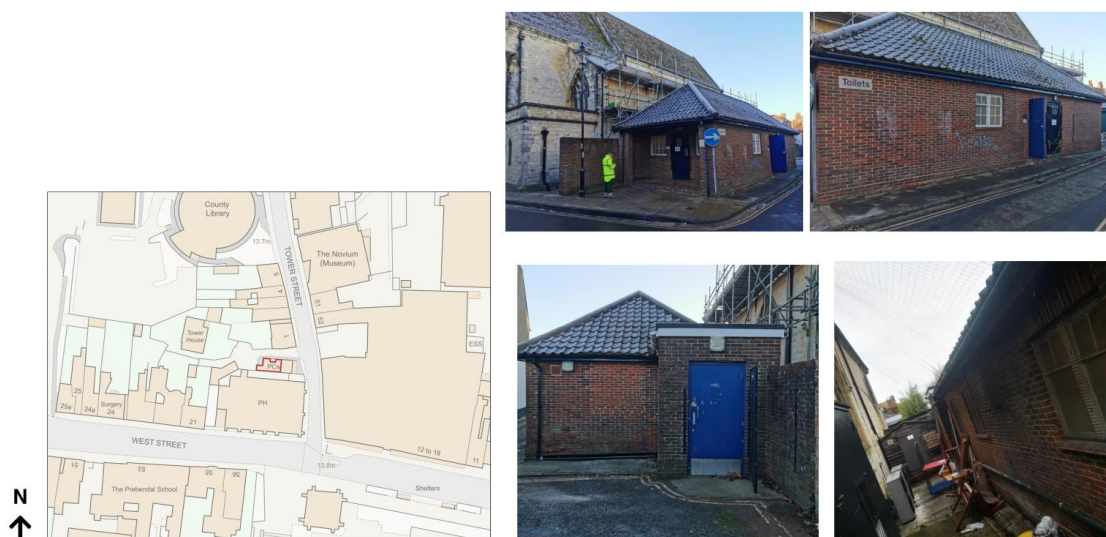
The nearest alternative public conveniences are at the opposite ends of the city centre, a significant distance to travel when in need. Therefore insufficient provision of public facilities would remain to serve the city centre, should the application be allowed. This would be likely to harm the vitality and viability of the city centre, as shoppers choose

better served destinations with convenient access to nearby toilets and changing facilities. This would be contrary to Policy 10 of the Local Plan.

The impact of the proposal would be particularly felt by disabled residents, those with limited mobility, older residents and women or anyone caring for small children. As such, the proposal should be closely assessed against the Council's duties under the Equalities Act.

Infilling a gap in a brick wall with a fence would harm the character and appearance of the conservation area in this location. Should the application be approved, a wall should be erected to match in with the existing.

Plans:



Week 13
No committee items.

Week 14

CC/24/00115/FUL - Case Officer: Calum Thomas
The Chichester Foyer Velyn Avenue Chichester West Sussex
Change of use from C2 to class C3 dwellings to create 23 no. flats, with associated works.
Link to application: <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S7D3BIERGSH00>

Key issues:

- The proposal is for the change of use from short-stay supported living and training for young people, for which the building is no longer in use, to 23 affordable, self-contained flats; 17 no. 1-bed flats and 6 no. 2-bed flats. This would be a significant contribution towards the housing need in the area.
- Chichester District Council does not have a 5 year housing land supply, there is therefore a 'tilted balance' which applies to applications for housing within the area. In accordance with Paragraph 11 of the NPPF, permission must therefore be granted unless either:
 - i. NPPF policies that protect areas or assets of particular importance provide a clear reason for refusing the proposal; or
 - ii. any adverse impacts would significantly and demonstrably outweigh the benefits.
- The proposal would allow for the re-use of an existing building.
- There would be little change to the external appearance of the building. The site is close to, but outside of, the conservation area and would have no impact upon it.

- The site provides 18 parking spaces. The site is very sustainably located, within the settlement boundary and very close to the city centre, public transport, shops and services. WSCC has confirmed that they have no objection to the proposal.
- There would be little impact upon residential amenity given the suitable siting and the current approved use of the building.

Recommendation: No objection.

Plans:



Existing and Proposed Elevations:



Week 15
No committee items.