

PLANNING PERFORMANCE AGREEMENT

August 2020

Barnham Eastergate Westergate
Strategic Allocation

Between:

Arun District Council

and

Church Commissioners for England
Hanbury (PM) Ltd

Planning Performance Agreements

"The Planning Performance Agreement process is a project plan framework through which the local planning authority and applicant manage suitable planning proposals. For a PPA to be successful, it is essential that the local planning authority and the applicant establish a collaborative relationship based on trust, with good communication and regular exchange of information. However, it is important to emphasise that a PPA is not a guarantee, nor an indication of likelihood that the application will be approved. It relates to the process of considering development proposals and not to the decision itself.

The Government believes that where the nature of the planning application requires significant input from government and non-government agencies, environmental bodies and specific consultees, the project plan should be used to bring them in early in the process. We would also expect the government office for the region to be one of the parties to the discussion. Early engagement with all such bodies should allow the authority and the applicant to plan their community engagement strategy better, so as to ensure transparency and openness."

'Planning Performance Agreements: a new way to manage large-scale major planning applications Department for Communities and Local Government Consultation'

Contents:

1. Introduction and Purpose
2. Term
3. General Principles
4. Form and Content of the Application(s)
5. Resources and Liaison
6. Application (Project) Programme
7. Agreement

Appendix 1: Site Location Plan

Appendix 2: Programme

Appendix 3: Agreed Application Documents

1. Introduction and Purpose

Arun District Council (ADC) is the local planning authority for development within the area in which Banham, Eastergate and Westergate (BEW) strategic allocation is located. This PPA is to cover the preparation of a 'Framework Masterplan' for the BEW allocation (where it relates to the Southern Consortium and Land north of Sack Lane) and a hybrid planning application to be prepared in parallel covering part of the site.

The Framework Masterplan will set out the overarching principles for the development of the BEW strategic allocation, including land uses (e.g. housing, community, open space and infrastructure) and where these will be located and the location of access points and movement routes for the development.

Once the Framework Masterplan has been submitted to Arun a hybrid planning application will be submitted, comprising the following elements:

- Detailed planning application for phase 2 of the A29 realignment between Barnham Road to a new junction on the A29 south of Lidsey Bends. The detailed information would include the realigned A29 and its associated junctions, including the proposed 'hanbury spur' providing an additional access route onto the existing A29
- Detailed planning application for part of the east-west route north of the railway line (within the land in the Church Commissioners ownership) that will join the existing A29 route to the new A29 route (subject to further technical work)
- Outline planning application for the Church Commissioner's land within the BEW allocation to the north of the West Coastway railway line. Outline planning permission would be sought for all reserved matters apart from access. The application would include approximately 1,450 dwellings.

The Framework Masterplan and the hybrid planning application will be designed in accordance with policies HSP2 (Strategic Site Allocations) and HSP2c (Inland Arun) of the Arun Local Plan 2011-2031 (July 2018).

The Applicant for the planning application is Church Commissioners for England and Hanbury (PM) Ltd, collectively referred to as the BEW Southern Consortium.

The Landowner of Land north of Sack Lane is part of the Strategic Allocation ~~and is signatory to the sections of the PPA which relate to the Framework Masterplan.~~

This Planning Performance Agreement seeks to:

- Agree requirements and timescales for consideration of the Framework Masterplan, prior to submission to the Council for formal approval including public consultation and stakeholder involvement;
- Agree the scope of the Framework Masterplan and the technical information supporting it;
- Agree requirements and timescales for the consideration and approval of the Framework Masterplan by ADC for the purposes of providing the parties with a level of certainty as to the process and timescales to be followed;
- Agree requirements and timescale for consideration of emerging application proposals at pre-application stage;
- Agree requirements and timescales for consideration and determination of the planning application for the purposes of providing the parties with a level of certainty as to the process and timescales to be followed; and
- Establish regular review mechanisms.

This Planning Performance Agreement is made pursuant to Section 111 of the Local Government Act 1972, Section 2 of the Local Government Act 2000 and Section 93 of the Local Government Act 2003.

This agreement will not fetter the Council in exercising its statutory duties as local planning authority. It will not prejudice the outcome of the planning application or the impartiality of the District Council.

This agreement will not restrict or inhibit the Applicant from exercising the right of appeal under Section 78 of the Town and Country Planning Act 1990 (as amended).

The Framework Masterplan and application will be supported by the documentation as set out in **Appendices 3** of this agreement.

This Planning Performance Agreement is an agreement between ADC and the Applicant to provide a project management framework for handling this proposed masterplan and major planning application through to determination. This framework should improve and speed up the planning process by committing both parties to an agreed timetable containing "milestones" that make clear what level of

resources and actions are required and ensure that all key planning issues are properly considered and resolved.

This agreement does not give a guarantee of planning permission. It relates to the process of considering development proposals and not the decision itself. Therefore, this agreement will be effective for the period up to the determination of the application.

2. Term

This agreement will be effective for the period commencing from March 2020 to when the planning application is determined, up to and including the issued decision notice and signed Section 106. A separate provision is made for post approval resourcing below.

The Term will be subject to review as may be agreed between the Applicant and ADC.

The agreement will be terminated where:

- the Applicant submits an appeal in relation to the planning application(s) under Section 78 of the Town and Country Planning Act 1990 (as amended); or
- the planning application is called in by the Secretary of State.
- The agreed resourcing for a temporary Strategic Sites Project Officer expires.

3. General Principles

The objective of this Planning Performance Agreement is one of co-operation and consistency throughout the negotiation and determination of this Framework Masterplan and planning application, to provide a degree of certainty for the intended outcomes and to improve the quality of the project and of the planning decision.

ADC and the Applicant agree to be governed at all times by the following principles:

- Principle 1:** To provide senior oversight and leadership of the process to meet all parties strategic aims and objectives.

- Principle 2:** To work together in genuine partnership and in good faith, and to respect each others interests and confidentiality.
- Principle 3:** To commit and respond promptly in providing information to support and manage the development management process, in accordance with the Performance Standards contained in this agreement.
- Principle 4:** To be transparent and consistent at all times between all parties so that outcomes are anticipated, defined and clearly understood.
- Principle 5:** To provide effective guidance on process, involvement and consultation with the surrounding community, statutory and other stakeholders, and any individual or groups with a legitimate interest.
- Principle 6:** To establish clear milestones which will remain fixed unless agreed by all parties otherwise.
- Principle 7:** To identify and engage specialist consultees and advisors including authority officers/managers at appropriate stages in the process.
- Principle 8:** All parties will seek to use the pre-application period to address matters that would otherwise arise via planning conditions, and significantly reduce the level of potential conditions, particularly in respect to those preventing commencement of works.

4. Form and Content of the Framework Masterplan and Application

The Applicant has entered into formal pre-application discussions with ADC regarding the proposal for a Framework Masterplan for the BEW Strategic Allocation, where it relates to the Southern Consortium and Land north of Sack Lane. In parallel the Applicant is preparing a hybrid application for planning permission for residential-led development comprising approximately 1,450 homes on land forming part of the BEW strategic allocation, the realigned A29 and the east west access route (as far as the A29 roundabout) on land located predominantly south of the Barnham Road as shown on the location plan at **Appendix 1**. The Applicant intends to submit relevant applications for planning permission for the proposed development.

The list of documents which have been prepared to support the Framework Masterplan and application that are agreed are set out at **Appendix 3**.

The current policy framework is set out at **Appendix 4**

A summary of the proposed consultation strategy is set out at **Appendix 5**.

5. Resources and Liaison

The Project Team

The Project Team will comprise of the Applicant's Team and the ADC's Team, as defined below, and will be expanded by prior agreement.

The Applicant's Team:

Name	Discipline	Position & Role	Contact Details
Joanna Loxton	Applicant	Head of Strategic Land Investment Church Commissioners for England	
Izzy Grigg	Applicant	Surveyor Church Commissioners for England	
Joe Godfrey	Applicant	Director, Hanbury Properties	
Clare Catherall	Planning	Associate Director	
Victoria Barrett-Mudhoo	Planning	Senior Planner	
Richard Wain	Project Manager	Managing Director of Hawksmoor	
Graham Phillips	Masterplanner	Partner, JTP Studios	
Paul Smith	Transport	Director, Pell Frischmann	

Arun District Council's Team:

Name	Discipline	Position & Role	Contact Details
Karl Roberts	Planning	Director of Place	
James Cross	Planning	Strategic Sites Project Officer	
Paul Cann	Drainage	Principal Engineer (Drainage)	
Liz Annalls	Environment	Environmental Officer	
Sue Howell	Landscape/Green Space	Leisure, landscape & Greenspace Officer	
Mark Warwick	Trees	Tree Officer	

Caroline Perry	Legal Services	Principal Lawyer
Henry Mayo	Transport (WSCC)	Principal Engineer, Highways Agreements, Planning Services, West Sussex County Council
Elaine Munns	Infrastructure (WSCC)	Team Manager Infrastructure Contributions
Tracey Dunn	Education	School Planning Officer (South & West)
Joff Edevane	Water	Growth Planning Lead (Southern Water)
Simon Clavell Bate	Healthcare	Head of Estates

Performance Standards

Both parties will act with fairness and in good faith in respect of all matters related to the handling of the planning applications and will work jointly in complying with their respective obligations under this agreement.

Both parties will address expeditiously any requests for clarification and/or further information.

Both parties undertake to meet and/or discuss matters by telephone or email in a spirit of cooperation and where necessary seek early resolution of any areas of misunderstanding or dispute.

The Applicant and ADC will use all reasonable endeavours to adhere to the timetable for the project. All parties will ensure relevant resources and capacity are maintained throughout the process to ensure the timetable is adhered to. The ADC case officer will be responsible for ensuring that where necessary other ADC officers are available to attend subject specific meetings where required and agreed in advance with the Applicant.

The timetable will be reviewed between both parties and amended as necessary to take account of any relevant unforeseen matters that might arise.

Communications, be it via email or hard copy correspondence, shall be acknowledged within 5 working days with a suitable response where possible.

Telephone messages shall be returned within 2 working days of receipt.

Relevant information will be circulated by all parties no later than 3 working days prior to a meeting. ADC officers will review and consider submitted information in advance of any meeting.

The Applicant's Planning Agent to circulate meeting agendas, unless otherwise agreed, no later than 3 working days prior to any meeting.

Unless otherwise agreed, actions arising from meetings shall be agreed no later than 3 working days after the meeting.

Unless otherwise agreed, the Applicant's Planning Agent will circulate minutes no later than 3 working days after the meeting.

If requested by the Applicant or Planning Agent, ADC shall provide informal feedback on information presented at a meeting within 7 working days from that meeting.

In so far as the performance standards relate to ADC it is understood that this relates to the resourcing of the planning officers. Where input is required from other departments at ADC, ADC planning officers will use all reasonable endeavours to ensure that input/feedback from any other officer at ADC is provided in a timely manner.

Meetings

Meetings will be attended by the Project Team (unless specific attendance is not required due to meeting topic).

The Applicant's Planning Agent, in conjunction with ADC Project Officer, will act as PPA Project Manager and will convene meetings, organise agendas and produce minutes to be agreed by the Project Team.

Project Team meetings will be held at the times set out in the Project Programme (unless otherwise agreed, or cancelled). It is proposed that each meeting is focused on certain masterplanning issues as set out below. This may be subject to change and will be kept under review:

- 12 March 2020: Framework Masterplan
- 30 April 2020: Green and blue infrastructure, heritage and sustainable transport
- 25 June 2020: Community Facilities, Education Infrastructure and Phasing
- August 2020: Urban design
- October 2020: Matters pertaining to hybrid application including Section 106 Heads of Terms

Any site visits which are required will be accompanied with representatives from both ADC and the Applicant.

Where attendance at meetings is required by other ADC departments, every endeavour will be made to secure attendance, but this will be subject to resourcing at that time.

Availability of People and Resources

The parties to this agreement will endeavour to make available members of the Project Team to facilitate meetings within 7 working days from a formal written request, unless otherwise agreed.

The parties will also share with each other project tools (such as traffic models, visualisation models and development viability information) subject to protecting commercial confidentiality and Freedom of Information considerations.

Confidentiality

Confidentiality protocols will be agreed and applied to specific issues and/or information as they emerge.

Costs

In consideration of this agreement and without prejudice to the statutory requirements the Applicant agrees to the principle of making a financial contribution to ADC to assist the District Council in providing:

- funding of £20,880, to be paid in monthly instalments towards the cost of a Strategic Sites Project Officer from Monday 9 March to cover a 34 week period (based on ½ day per week until the 6 April 2020 when it will change to 1 day per week until 4 May 2020 when it will change to 2 days per week) and funding of £12,000 in total to be paid in monthly instalments to fund a Planning apprentice (for a 1 year period from August 2020) or other form of resource, to enable the efficient administration, review and engagement by the LPA with the Southern Consortium and its own stakeholders as part of the process of facilitating pre-application and the application process. ADC officers will provide a monthly schedule of tasks undertaken prior to payment for those tasks. Payment will also be subject to ADC's compliance with the performance standards set out in section 5.0 in terms of attendance at meetings and feedback on key matters within the required timeframes.
- **exclusive** capacity and resourcing to provide the level of service required to meet its obligations under this Planning Performance Agreement for the Applicant, including ADC's legal costs incurred in association with the preparation of the S106 Agreement

At the end of the 34 week period the applicant(s) will have the option to determine whether they wish to extend the funding agreement for additional resources or cease such arrangements at which point the application will be reallocated to a permanent member of staff. In respect of the apprentice if the Council is unable to secure the services of an apprentice, this funding obligation will cease and any sums paid to the Council for this service will be refunded.

The Landowner of Land north of Sack Lane is signatory to this PPA but the costs above will be covered by the Southern Consortium.

These fees are in addition to the application fees payable under the Town and Country Planning (Fees for Applications and Deemed Applications) (Amendment) (England) Regulations 2008.

Such costs to be paid in the agreed proportions, such proportions to be provided separately to Arun DC.

The landowner consortium reserves the right to amend the payment proportions in accordance with the parties included within the Southern Consortium agreement at the time, with reasonable notice being provided to Arun DC.

6. Project Programme

The PPA Programme is devised to provide a realistic timeframe for determining the Framework Masterplan and planning application. The Applicant and ADC acknowledge that the timetable may be subject to change which will be kept under review moving forward. The Project Programme is detailed in **Appendix 2** of this document.

The Applicant (or Planning Agent on their behalf) will formally submit the proposed Framework Masterplan to ADC **by 18th September 2020**

The Applicant (or Planning Agent on their behalf) will formally submit all documentation, drawings, application fee and other supporting information including draft S106 Heads of Terms as is agreed with ADC w/c 14th December 2020

Following submission of the Framework Masterplan by the Southern Consortium, ADC will seek to consider it at the next available Development Committee within a period of [6] weeks. [As part of this process ADC will consult on the Framework Masterplan for a minimum of 14 days]

ADC will complete checking and validation of the application within 10 working days of receipt of the complete applications.

ADC designated Case Officer will be responsible for the full range of issues raised by the application.

ADC will issue consultation letters within 5 working days of validation of the application.

ADC will advise the Applicant within 2 working days of any issues that arise as a result of consultation responses received on the application so that any matters arising can be addressed by the Applicant at the earliest opportunity.

Both parties agree to commence work on the Section 106 agreement as soon as possible after the validation of the application; ADC will instruct the District Council's legal team to progress the draft S106 Agreement in association with the Applicant's legal representative within 4 weeks of validation of the application, unless both parties agree otherwise.

ADC will report the application to the relevant Planning Application Committee for determination within 16 weeks of the application, unless both parties agree otherwise.

Subject to the relevant Committee resolving to grant permission for the proposal, ADC will aim to conclude the S106 Agreement within 6 weeks, subject to both parties being satisfied with the details of the Agreement.

In agreeing to this timeframe, the Applicant and ADC agree to extend the statutory period for determination of the planning application under Article 29 of the Town and Country Planning (Development Management Procedure) (England) Order 2010.

Within the agreed timeframe, meetings will be arranged as above and when considered necessary by agreement, with suggestions of appropriate meetings set out within the Project Programme (Appendix 2).

If there is a delay in the Project Programme, the Project Team will review whether the Project Programme and the Planning Performance Agreement determination timeframe

need to be revised. Any revisions to the Planning Performance Agreement determination timeframe shall be agreed in writing by the Applicant and ADC.

7. Consultation strategy overview

In addition to engagement with ADC, the Applicants Team will consult with relevant statutory and local consultees as follows (further detail is provided within Appendix 4):

1. Member engagement: The concept for the Framework Masterplan will be presented to ADC Members prior to public engagement. It will subsequently be reported to the Development Control Committee for endorsement (expected to be October 2020).
2. BEW Advisory Group (comprising WSCC Councillors, ADC Councillors (including local ward members), Parish Councillors, representatives of the local community and other interest groups where appropriate) – Three meetings/presentations ahead of submission of the Framework Masterplan to ADC (expected to be April/May/August 2020).
3. Public engagement to seek views of local residents and key stakeholders – Remote public consultation ahead of submission of the Framework Masterplan to ADC (expected August 2020). Public exhibition to be held ahead of planning application submission to ADC (expected November 2020).
4. WSCC highways, education and drainage officers – ongoing throughout preparation of Framework Masterplan and hybrid planning application.
5. Other statutory consultees, including (but not limited to) Southern Water, the Environment Agency and Network Rail - ongoing throughout preparation of Framework Masterplan and hybrid planning application.

The specific details of the consultation strategy for the hybrid application will be subject to review/change to account for Government advice on Covid-19.

As part of engagement with statutory consultees, the Applicant Team will seek to agree the baseline conditions for technical assessments.

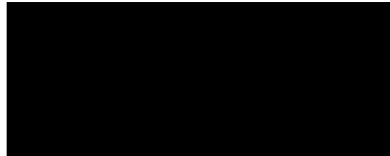
8. Agreement

Arun District Council, the Church Commissioners for England, CEG Land Promotions III (UK) Ltd and Hanbury (PM) Ltd hereby agree to the content of this Planning Performance Agreement.

Arun District Council

Name: KARL ROBERTS

Signature:



Position: DIRECTOR OF PLACE

On Behalf Of: ARUN DISTRICT COUNCIL

Date: 13 AUGUST 2020

Applicant

Church Commissioners for England

Name: IOANNA LOXTON

Signature:



Position: HEAD OF STRATEGIC LAND INVESTMENT
THE CHURCH COMMISSIONERS FOR ENGLAND

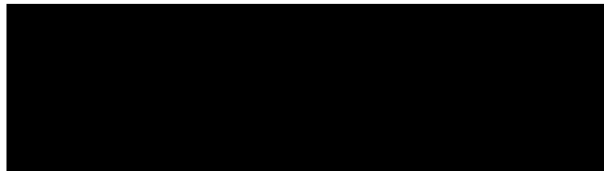
On Behalf Of:

05/08/20

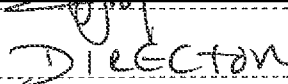
Date:

Hanbury (PM) Ltd

Name:



Signature:



Position:

DIRECTOR
HANBURY (PM) LTD.

On Behalf Of:

Date:

01.09.2020.

~~Landowner of Land north of Sack Lane~~

Name:

Signature:

Position:

On Behalf Of:

Date:

SITE LOCATION PLAN

PROJECT PROGRAMME

ADC and the Applicant shall work to ensure that the consideration of the proposal is progressed in accordance with the Application Programme set out below (unless a variation to the Application Programme is agreed in writing in by both the Applicant and ADC).

	BEW
Advisory Group meeting	4 th August
FM Consultation	5 th – 26 th August
ADC Members Briefing on Framework Masterplan	TBC – w/c 7 th September
Latest submission of Framework Masterplan	18 th September
Framework Masterplan Endorsement DC Committee Meeting	28 th October
Public consultation on application (three weeks if digital)	w/c 2 nd Nov to w/c 16 th Nov
Earliest application submission	w/c 14 th Dec
Target ADC determination	w/c 29 th March

Agreed Framework Masterplan Documents

- 1 Framework Masterplan drawing outlining:
 - Primary land uses (e.g. housing, employment, community, education and open space etc.)
 - Key infrastructure
 - Primary access points and routes
- 2 Framework Masterplan document with the following suggested contents:
 - a Introduction
 - b Site description/background
 - c Site analysis - Constraints and opportunities
 - d The Framework Masterplan
 - e Statement of engagement
 - f Delivery and next steps
 - g Infrastructure and phasing

Application Documents

Environmental Statement

The hybrid application be scoped and agreed with Arun District Council as part of the pre-app process but is expected to that the Environmental Statement will include an assessment of the following matters:

- 1 Transport and Access
- 2 Landscape and views
- 3 Ground conditions, soils and contamination (including minerals resource/infrastructure assessment/statement)
- 4 Noise and vibration
- 5 Air quality
- 6 Hydrology, flood risk and drainage
- 7 Ecology and nature conservation
- 8 Archaeology and cultural heritage
- 9 Socio-economic
- 10 Climate Change and Resilience

1.2 The following assessments are expected to be appended to the ES:

- a Lighting Assessment
- b Transport Assessment and Framework Travel Plan
- c Biodiversity Survey
- d Noise Assessment
- e Air Quality Assessment
- f Flood Risk Assessment
- g Foul and Surface Water Drainage Statement
- h Landscape and Visual Appraisal
- i Archaeological Assessment

1.3 In addition to an Environmental Statement (ES), the following documents are proposed to support the planning application

- 1 Planning application form, notices and certificates
- 2 CIL Information Requirements Form
- 3 Fee
- 4 Covering letter
- 5 Site Location Plan and Block Plan

- 6 Existing Plans
- 7 Parameter Plans (to include layout/development extent; land use; heights; density; open space and green/blue infrastructure)
- 8 Illustrative Masterplan for application site
- 9 Masterplan for BEW allocation
- 10 Existing and Proposed Access Plans (for information only)
- 11 Landscape Strategy
- 12 Land Engineering Works Statement
- 13 Planning Statement, including draft Heads of Terms
- 14 Infrastructure Plan
- 15 Energy Strategy and Sustainability Statement (may be covered as ES Energy chapter)
- 16 Planning Application Summary
- 17 Validation Checklist
- 18 Design and Access Statement
- 19 Arboricultural Impact Assessment
- 20 Affordable Housing Statement
- 21 Agricultural Land Assessment
- 22 Statement of Community Involvement
- 23 Economic Development Statement

Current Policy Framework

The Development for Arun District, for the area falling outside of the South Downs National Park comprises of the:

- 1.The West Sussex Waste Local Plan 2014;
- 2.The Joint Minerals Local Plan 2018;
- 3.The Arun Local Plan 2011-2031 (July 2018) (this supersedes all policies in the Arun Local Plan 2003)
- 4.'Made' Neighbourhood Plans.

Within the Arun Local Plan 2011-2031 (July 2018) the Barnham/Eastergate/Westergate site is allocated for development by virtue of Policies H SP2 Strategic Site Allocations and H SP2c 'Inland Arun- site SD5 'Barnham/Eastergate/Westergate.

Policy H SP2 relates to all Strategic Site Allocations and requires that *"Development proposals within the Strategic Site Allocations must be comprehensively planned and should have regard to a masterplan endorsed by the Council for the respective areas which incorporates high quality imaginative design giving a sense of place and permeable layout."* Developments are also expected to meet a number of policy requirements set out in criterion (a) to (q).

Policy H SP2c relates to the BEW allocation and specifies that the *Strategic Allocation will provide at least 2,300 dwellings over the plan period, and up to 3,000 in total (a further 700 beyond 2031). Development proposals must demonstrate compliance with the following key design and infrastructure requirements:*

- a *Preserve the separate identities and avoid any further physical coalescence of the three villages of Barnham, Eastergate and Westergate through the delivery of green infrastructure. Eastergate and Barnham should be protected from a continuous urban form / coalescence along the north and south aspects of the B2233,*
- b *the design of development and landscaping shall ensure that there is continuity between the existing landscape setting and villages,*
- c *the design and layout of the development shall take account of the location of the railway line crossing the site,*
- d *housing shall be designed around a Linear Park which follows along the Lidsey Rife,*
- e *A comprehensive strategy for surface water management will be developed in line with specific recommendations for this locality, in the Arun Strategic Surface Water Management Study;*
- f *significant views to and from the South Downs shall be incorporated within the site,*
- g *provide a Community Hub which has been designed and will include;*
 - i *a new well connected local centre, with connections to the train station at Barnham,*
 - ii *the location and scale of the local centre shall support and respect the*
 - iii *relationship with existing facilities within the six villages area;*
 - iv *new retail, commercial and community facilities*
 - v *new Tier 7 library facility; and)*
 - vi *healthcare facilities to serve BEW (SD5) and Fontwell (SD6)*

h h. transport requirements including:

- i a new A29 route through the allocation which provides all necessary linkages and routing between the A259 (Bognor Regis Relief Road) to the south and A27 to the north and includes a bridge over the railway to the east of the current Woodgate crossing. The construction of this new route will be regarded as not only mitigating the effect of additional development traffic from the strategic site, but also providing significant additional benefits to the primary local road network and reducing the potential for future congestion in the wider area. In the event that the any landowner delays the delivery of the route and/or does not reasonably make available part or all of the route then Arun District Council will utilise Compulsory Purchase Order powers to deliver the entire route of the road from the A29 Fontwell Avenue in the north to the A29 Lidsey Road in the south;*
- ii provision of an east-west route north of the railway line that will join the existing A29 route to the new A29 route and continue eastwards to Barnham railway station;*
- iii access to Barnham railway station shall be maximised through the provision of direct and attractive routes for all transport modes including additional car parking to serve facilities in Barnham's centre including at the railway station;*
- iv regular bus services linking BEW with Bognor Regis (A29 route) and local facilities and employment; and*
- v Westergate Link cycle scheme, in addition to further cycle routes to/from Bognor Regis and linkages,*
- i provide a new two-form entry primary school, a new one-form (expandable to two-form) entry primary school and nursery places,*
- j incorporate two new sports pitches and changing facilities, and*
- k incorporate planned new employment provision.*

Other non-site specific policies are also relevant to the site allocation and development proposals but these are not listed here.

Other material considerations include:

- National Planning Policy Framework (2019)
- Planning Practice Guidance
- Arun Open Space and Recreation Standards Supplementary Planning Guidance (SPG)
- Arun Parking Standards SPG
- Arun Archaeology SPG (2003)
- The BEW High Level Development Principles endorsed by Arun District Council

Appendix 5

Consultation Strategy

The overall objective for the consultation is to seek meaningful engagement with residents local to the site to ensure they are kept well informed of the emerging site proposals and a reasonable and fair opportunity is provided for feedback on the proposals, which will help inform the design and our background knowledge of the site.

Covid19 Restrictions

Due to Covid19 restrictions the Applicant will ensure alternative methods of communication are in place of face-to-face meetings and will continue to adapt their approach to ensure the consultation is fair and reasonable as circumstances change.

Whilst face-to-face contact would normally be the preferred approach, it is not considered feasible to undertake a public exhibition at this time (June 2020), even in a socially distancing manner when the Government is advising against unnecessary travel and gatherings of groups of people. It would be irresponsible to hold such an event, especially one which may attract an older and more vulnerable audience.

Therefore, an alternative approach to remote consultation through a website with other options in place for those without internet access as set out below. This has the following potential advantages in comparison to holding a public exhibition:

- 1 The consultation will run for a three-week period giving a good opportunity for residents to submit comments should they wish. This compares to a public exhibition which would be normally limited to a few sessions at different times of the day across a 2-3 day period.
- 2 The website/hard copy material will make it very easy for people to review the information and submit comments in their own time without feeling rushed or pressured to do so during an exhibition.
- 3 It is hoped the website will attract those who would not typically attend a public exhibition to engage in the process helping to achieve a higher level of engagement.
- 4 Should people be on holiday over the consultation period the longer period of digital consultation would still give them the opportunity to comment before/after. In addition, where they have internet access, they would not necessarily need to be in the vicinity of the site to be able to review and comment on the details.

Framework Masterplan Consultation Approach

The applicant is proposing the following approach to the FM public consultation:

Website

This will include key background information and topics to be covered in the FMs and include an online questionnaire to capture feedback. This online consultation will be for a three week period to allow people the opportunity to review and post comments.

Fliers

Fliers advertising summary information about the Framework Masterplan and the website will be posted to people living within a local catchment of the strategic allocation as the websites go live. The fliers will also include contact details for Lichfields and advise that hard copies of the website consultation material can be requested if residents do not have access to the internet. Should anyone get in touch the applicant team will post them a copy of the material. In addition the flier will include a

tear off questionnaire with a freepost address to allow comments to be posted directly back to the applicant.

Additional Advisory Group Meetings

An Advisory Group meeting is being arranged for 4th August at the start of the public consultation. At this meeting the BEW team will present the Framework Masterplan consultation proposal.

One-to-one meetings with the Chair of the Parish Councils

The applicant will contact the respective chairs of the local Parish Councils and hold a smaller less formal meeting with them and representatives from the client and Lichfields and talk through any specific comments or feedback.

Parish Council/ADC assistance in providing hard copies of consultation material

In advance of the public consultation the Applicant will also enquire with the local Parish Councils if it is feasible to have hard copies of the consultation material available at their offices /easy local collection point. The applicant can provide multiple individual hard copies to be taken away and free post questionnaire should these residents wish to make comments.

Local Paper Advisements

The applicant will investigate whether press notices can be posted in the Bognor Regis Observer in advance/during the consultation to publicise the methods of viewing the proposals and providing feedback.

Facebook Advertisements

The applicant will utilise Facebook pages to highlight the consultation. These will be closed groups where all comments/feedback will be directed back to the consultation websites and capture the comments and address feedback in one place.

Further Consultation

The situation with Covid19 is continually changing and the applicant will continue to adapt the approach and look for opportunities to hold face to face meetings/exhibitions where government guidance allows. It is hoped that for the public consultation for the planning application targeted for October a full public exhibition will be feasible.

Conclusion

The note summarises a robust consultation strategy for the Framework Masterplan which seeks to address all previous comments from officers and the Advisory Groups in respect of the consultation process. It is hoped that as a result of some of the alternative consultation methods will result in a high level of engagement in the process and manage to reach some of the harder to reach groups who would not typically attend an exhibition or complete a questionnaire. In addition, consider the approach put forward is fair, reasonable and as inclusive as can be in the current circumstances.

