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A meeting of the **Cabinet** will be held in Committee Room 2 - East Pallant House East Pallant Chichester West Sussex on **Tuesday 4 September 2018 at 09:30**

MEMBERS: Mr A Dignum (Chairman), Mrs E Lintill (Vice-Chairman), Mr R Barrow, Mr J Connor, Mrs J Kilby, Mrs S Taylor and Mr P Wilding

AGENDA

PRELIMINARY MATTERS

1 Chairman's Announcements

The chairman will:

- make any specific announcements for this meeting and
- advise of any late items for consideration under agenda item 15 (a) or (b).

Apologies for absence will be taken at this point.

2 Approval of Minutes (pages 1 to 10)

The Cabinet is requested to approve as a correct record the minutes of its ordinary meeting on Tuesday 3 July 2018, a copy of which is circulated with this agenda.

3 Declarations of Interests

Members are requested to make any declarations of disclosable pecuniary, personal and/or prejudicial interests which they might have in respect of matters on the agenda for this meeting.

4 Public Question Time

In accordance with Chichester District Council's scheme for public question time and with reference to standing order 6 in part 4 A and section 5.6 in Part 5 of the Chichester District Council *Constitution*, the Cabinet will receive any questions which have been submitted by members of the public in writing by 12:00 on the previous working day. The total time allocated for public question time is 15 minutes subject to the chairman's discretion to extend that period.

RECOMMENDATIONS TO THE COUNCIL

NONE

KEY DECISIONS

5 **Award of Contract for East Beach Outfall Replacement** (pages 11 to 14)

The Cabinet is requested to consider the agenda report and its appendix (which is confidential Part II exempt* material and is printed on salmon-coloured paper for members and relevant officers only) and to make the resolutions set out below:

- (1) That the contract for the East Beach outfall replacement be awarded to Contractor B, the details of which are set out in the exempt appendix to the agenda report.
- (2) That a variation to the capital programme for 2018-2019 be approved by including the replacement of East Beach surface water outfall at a cost of £149,000.
- (3) That the cost of replacing this asset in future years be added to the Asset Replacement Programme.
- (4) That the proposed expenditure be funded from Community Infrastructure Levy funds of £100,000 already approved in the Infrastructure Business Plan 2018-2019 and the balance be funded from revenue resources to the extent that it is not otherwise met from external grant from Southern Water.
- (5) That authority be delegated to the Divisional Manager for Environmental Protection to approve the funding conditions and the detailed spend of any grant funding awarded by Southern Water for the project.

*[Note Paragraph 3 (information relating to the financial or business affairs of any particular person (including the authority holding that information)) of Part I of Schedule 12A to the Local Government Act 1972]

6 **Development Site - The Grange Midhurst** (pages 15 to 23)

The Cabinet is requested to consider the agenda report and its three appendices (the second and third of which are confidential Part II exempt* material and are printed on salmon-coloured paper for members and relevant officers only) and to make the resolution set out below:

- (1) That the offer submitted by the preferred bidder for the Grange disposal land be approved in principle, the details of which are set out in the confidential exempt appendix 2 to the agenda report.
- (2) That the Director Growth and Place be authorised, after consultation with the Cabinet Member for Growth and Place, to conclude a freehold sale, initially through a contract subject to planning, at not less than the figure stated in the confidential exempt appendix 2 to the agenda report.

*[Note Paragraph 3 (information relating to the financial or business affairs of any particular person (including the authority holding that information)) of Part I of Schedule 12A to the Local Government Act 1972]

7 Future Funding for the Community Warden Service (pages 24 to 27)

The Cabinet is requested to consider the agenda report and its three appendices within the agenda supplement and to make the resolutions set out below:

- (1) That the Community Warden Service continue to be funded at 50% for three years (as set out in para 5 of the agenda report) subject to match funding being secured by partners.
- (2) That the Senior Community Warden post continue to be funded at 100% for three years (as set out in para 5 of the agenda report) subject to a review should more than one warden patrol fail to be funded.

OTHER DECISIONS

8 'Breathing Better' - West Sussex County Council's Partnership Approach to Improving Air Quality (pages 28 to 30)

The Cabinet is requested to consider the agenda report and its two appendices in the agenda supplement and to make the resolutions set out below:

- (1) That West Sussex County Council's air quality plan 'Breathing Better' be endorsed.
- (2) That the draft terms of reference for the West Sussex County Council proposed Inter-Authority Air Quality Group be endorsed.
- (3) That the Council's participation in the proposed West Sussex County Council Inter-Authority Air Quality Group be supported.

9 Corporate Plan Projects 2018-2019 (pages 31 to 33)

The Cabinet is requested to consider the agenda report and to make the following resolution:

The release of £17,500 allocated by the Cabinet at its meeting on 9 January 2018 to progress the options appraisals identified in the Corporate Plan 2018-2019 for The Old Bakery Petworth and land at Bracklesham Bay be approved.

10 Housing Strategy - Proposed Revised Timetable (pages 34 to 36)

The Cabinet is requested to consider the agenda report and to make the following resolution:

That (a) the life of the existing Housing Strategy be extended to 2020 and (b) a new overarching strategy be developed in accordance with the revised timetable

set out in paragraph 5 of the agenda report.

11 Provision of Vehicle Wash Facility at Westhampnett Depot (pages 37 to 39)

The Cabinet is requested to consider the agenda report and to make the following resolutions:

- (1) That £20,000 be released from capital reserves to fund the appointment of a civil engineering consultant to develop a costed design solution for a new vehicle wash facility and associated works at Westhampnett depot.
- (2) That officers be authorised to appoint the design consultant and to present a project initiation document to the Cabinet at its meeting on 4 January 2019.

12 Section 106 Community Facilities - 5th Chichester Scout Group (pages 40 to 44)

The Cabinet is requested to consider the agenda report and its appendix (which is confidential Part II exempt* material and is printed on salmon-coloured paper for members and relevant officers only) and to make the resolution set out below:

That the release of £62,724.73 Section 106 Community Facilities monies plus interest accrued to the date of release to the 5th Chichester Scout Group for enhancement of the Scout Hut at Whyke Road Chichester be approved.

*[Note Paragraph 3 (information relating to the financial or business affairs of any particular person (including the authority holding that information)) of Part I of Schedule 12A to the Local Government Act 1972]

13 Tangmere Strategic Development Location - Selection of a Development Partner (pages 45 to 50)

The Cabinet is requested to consider the agenda report and its six appendices (which are confidential Part II exempt* material and circulated within the agenda supplement and printed on salmon-coloured paper for members and relevant officers only) and to make the resolutions set out below:

- (1) That Countryside Properties (UK) Limited be appointed as the Council's development partner to take forward the development of the Tangmere SDL.
- (2) That authority be delegated to the Director of Planning and the Environment following consultation with the Cabinet Member for Planning Services to agree and sign the finalised Development Agreement.
- (3) That officers and the development partner be instructed to continue dialogue with the landowners/site promoters to facilitate development of the site without the need for a compulsory purchase order if possible.
- (4) That the revised timetable be agreed for making the compulsory purchase order, if required, set out at paragraph 6.5 of the agenda report.

*[**Note** Paragraph 3 (information relating to the financial or business affairs of any particular person (including the authority holding that information)) of Part I of Schedule 12A to the Local Government Act 1972]

14 **2017-2018 Treasury Management Out-turn** (pages 51 to 60)

The Cabinet is requested to consider the agenda report with its three appendices and to make the following resolution:

The summary of treasury management activities and performance for 2017-2018 be noted.

FINAL MATTERS

15 **Late Items**

- (a) Items added to the agenda papers and made available for public inspection
- (b) Items which the chairman has agreed should be taken as matters of urgency by reason of special circumstances to be reported at the meeting

16 **Exclusion of the Press and Public**

Although there are no fully confidential Part II exempt items in this agenda, the reports for certain agenda items contain Part II appendices. If the Cabinet wishes to discuss all or any of the Part II appendices to agenda items 5 (Award of Contract for East Beach Outfall Replacement) and/or 6 (Development Site – The Grange Midhurst) and/or 12 (Section 106 Community Facilities – 5th Chichester Scout Group and/or 13 (Tangmere Strategic Development Location – Selection of a Development Partner), it will need first of all in each case to pass a resolution to exclude the press and the public from the meeting on the following ground of exemption in Schedule 12A to the Local Government Act 1972 namely Paragraph 3 (information relating to the financial or business affairs of any particular person (including the authority holding that information)) and because, in all the circumstances of the case, the public interest in maintaining the exemption of that information outweighs the public interest in disclosing the information.

NOTES

- (1) The press and public may be excluded from the meeting during any item of business wherever it is likely that there would be disclosure of 'exempt information' as defined in section 100A of and Schedule 12A to the Local Government Act 1972.
- (2) The press and public may view the report appendices which are not included with their copy of the agenda on the Council's website at [Chichester District Council - Minutes, agendas and reports](#) unless they contain exempt information.
- (3) Subject to the provisions allowing the exclusion of the press and public, the photographing, filming or recording of this meeting from the public seating area is permitted. To assist with the management of the meeting, anyone wishing to

do this is asked to inform the chairman of the meeting of their intentions before the meeting starts. The use of mobile devices for access to social media is permitted, but these should be switched to silent for the duration of the meeting. Those undertaking such activities must do so discreetly and not disrupt the meeting, for example by oral commentary, excessive noise, distracting movement or flash photography. Filming of children, vulnerable adults or members of the audience who object should be avoided. [Standing Order 11.3 of Chichester District Council's *Constitution*]

(4) A key decision means an executive decision which is likely to:

- result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates or
- be significant in terms of its effect on communities living or working in an area comprising one or more wards in the Council's area or
- incur expenditure, generate income, or produce savings greater than £100,000

NON-CABINET MEMBER COUNCILLORS SPEAKING AT THE CABINET

Standing Order 22.3 Chichester District Council's *Constitution* provides that members of the Council may, with the chairman's consent, speak at a committee meeting of which they are not a member, or temporarily sit and speak at the Committee table on a particular item but shall then return to the public seating area.

The Leader of the Council intends to apply this standing order at Cabinet meetings by requesting that members should *normally* seek his consent in writing by email in advance of the meeting. They should do this by noon on the day before the meeting, outlining the substance of the matter that they wish to raise. The word normally is emphasised because there may be unforeseen circumstances where a member can assist the conduct of business by his or her contribution and where he would therefore retain his discretion to allow the contribution without notice.