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A meeting of the **Cabinet** will be held in the Committee Rooms, East Pallant House on **Tuesday 16 April 2024 at 9.30 am**

MEMBERS: Mr A Moss (Chairman), Mr J Brown (Vice-Chairman), Mrs T Bangert, Mr D Betts, Mr B Brisbane, Ms J Brown-Fuller, Mr M Chilton and Ms H Desai

AGENDA

- 1 **Chair's Announcements**
The Chair will make any specific announcements for this meeting and advise of any late items which due to special circumstances will be given urgent consideration under Late Items.
- 2 **Approval of Minutes** (Pages 1 - 10)
The Cabinet is requested to approve as a correct record the minutes of its meeting on Tuesday 5 March 2024.
- 3 **Declarations of Interests**
Members are requested to make any declarations of disclosable pecuniary, personal and/or prejudicial interests 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 the Cabinet will receive any questions which have been submitted by members of the public in writing by noon two working days before the meeting. Each questioner will be given up to three minutes to ask their question. The total time allocated for public question time is 15 minutes subject to the Chair's discretion to extend that period.

RECOMMENDATIONS TO COUNCIL

- 5 **Chichester Harbour Management Plan 2024-2025** (Pages 11 - 116)
The Cabinet is requested to consider the report and its appendix and make the following recommendation to Council:

That Cabinet recommend to Council that the Chichester Harbour Management Plan 2024-2025 is adopted.

KEY DECISIONS

None.

OTHER DECISIONS

6 **Consultation on the Second Climate Emergency Detailed Action Plan** (Pages 117 - 146)

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

That Cabinet:

- a) approves the options for consultation as outlined in Appendix 1; and;
- b) approves the consultation process and budget Option 2 - £15,000 as outlined in Appendix 2, to be funded from General Fund reserves.

7 **Alcohol & Drugs Misuse Policy** (Pages 147 - 161)

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

That the Cabinet accepts the revised Alcohol & Drug Misuse Policy.

8 **Gypsy Traveller Liaison Role** (Pages 163 - 171)

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

1. That Cabinet agree the release of £50,000 from reserves to fund a Gypsy Traveller Liaison Role (as described in the Appendix) for the 24/25 financial year.
2. That the post is included in base budget from 25/26 (subject to review).

9 **Hire of Car Parks for Events and Activities - Addendum to Events Policy** (Pages 173 - 187)

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

That the Addendum to the Council's existing Events Policy, as attached at Appendix 1, be approved to provide further guidance for use of car parks for events and activities.

10 **Shingle Grading at Bracklesham Beach** (Pages 189 - 192)

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

That Cabinet considers the options for shingle grading at Bracklesham beach identified in paragraphs 5.1 – 5.8 below and approves its preferred option.

11 **Late Items**

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

12 **Exclusion of the Press and Public**

The Cabinet is asked to consider in respect of agenda items 13 and 14 whether the public including the press should be excluded 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.

[**Note** The report and its appendices within this part of the agenda are attached for members of the Council and relevant only (printed on salmon paper)]

- 13 **Planning Validation Software Pilot** (Pages 193 - 195)
The Cabinet is requested to consider the exempt Part II report and make the resolution as set out in section 2.1 of the report.
- 14 **Urgent Decision Notice - Part II Exempt** (Pages 197 - 198)
The Cabinet is requested to formally note the Part II exempt Urgent Decision Notice.

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 Covid-19 Risk Assessments members of the public are advised of the following;
- Where a member of the public has registered a question they will be invited to attend the meeting and will be issued a seat in the public gallery.
 - You are advised not to attend any face to face meeting if you have symptoms of Covid.
- 4) 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]
- 5) A key decision means an executive decision which is likely to:
- result in Chichester District Council (CDC) incurring expenditure which is or the making of savings which are, significant having regard to the CDC'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 CDC'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 of 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 the Chairman's consent in writing by email in advance of the meeting. They should do this by noon on the Friday before the Cabinet 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 the Chairman would therefore retain their discretion to allow the contribution without the aforesaid notice.