

JOHN WARD
Head of Finance and Governance Services

Contact: Philip Coleman, Member Services Manager
Tel: 01243 534655 Email: pcoleman@chichester.gov.uk

East Pallant House
1 East Pallant
Chichester
West Sussex
PO19 1TY
Tel: 01243 785166
www.chichester.gov.uk



A meeting of **Cabinet** will be held in Committee Room 2 - East Pallant House on **Tuesday 8 March 2016 at 9.30 am**

MEMBERS: Mr A Dignum (Chairman), Mrs E Lintill (Vice-Chairman), Mr R Barrow, Mr B Finch, Mrs P Hardwick, Mrs G Keegan and Mrs S Taylor

AGENDA Part 1

- 1 **Minutes** (Pages 1 - 16)
To approve as a correct record the minutes of the Cabinet meeting held on 9 February 2016.
- 2 **Urgent Items**
Chairman to announce any urgent items which due to special circumstances are to be dealt with under agenda item 17(b).
- 3 **Declarations of Interests**
Members and officers are reminded to make any declarations of disclosable pecuniary, personal and/or prejudicial interests they may have in respect of matters on the agenda for this meeting.
- 4 **Public Question Time**
Questions submitted by members of the public in writing by noon on the previous working day (for a period up to 15 minutes).

RECOMMENDATIONS TO COUNCIL

- 5 **Timing of Council Meetings** (Pages 17 - 26)
To make recommendations to the Council about the timing of future Council meetings.
- 6 **Recommendations of the Grants Task and Finish Group** (Pages 27 - 32)
To consider the recommendations of the Grants and Concessions Panel, relating to revisions of various grants policies, priorities and funding.
- 7 **Replacement Telephone System** (Pages 33 - 35)
Further to minute 67 of 6 October 2015, to approve and award the contract for the replacement of the Council's current telephone system, subject to a recommendation to Council to release funding from the Asset Replacement Programme.
- 8 **Revised Local Development Scheme 2016-2019** (Pages 36 - 38)
To recommend the Council to approve the revised Local Development Scheme.
- 9 **Making the Fishbourne Neighbourhood Development Plan** (Pages 39 - 40)

Further to minute 101 of 1 December 2015, and in the light of a local referendum, to recommend the Council to make the Fishbourne Neighbourhood Development Plan part of the Development Plan for Chichester District.

KEY DECISIONS

- 10 **Wisborough Green Neighbourhood Plan** (Pages 41 - 42)
To publish the Decision Statement and agree that the Wisborough Green Parish Neighbourhood Plan should proceed to referendum.
- 11 **Enterprise Gateway Project: Plot 12, Terminus Road, Chichester** (Pages 43 - 48)
This report updates the Cabinet, following an OJEU procurement process and recommends the appointment of a contractor to construct the proposed Centre. The report further recommends approval to proceed to the next stage in which the Council will enter into a pre-construction agreement with the preferred contractor, whereby the contractor will be asked to complete a full design and provide a firm price for the building works.
- Note: The press and public may be excluded from the meeting during part of the consideration of this item.
- 12 **Private Sector Housing Renewal Strategy 2016-2021** (Pages 49 - 52)
To approve the Private Sector Housing Renewal Strategy 2016-2021 and adjust financial provision for it.

OTHER DECISIONS

- 13 **Update of the Housing Allocation Scheme regarding the Syrian Vulnerable Persons Relocation Scheme** (Pages 53 - 55)
To update the Housing Allocation Scheme to allow direct allocation of homes to people arriving in the Chichester District via the Syrian Vulnerable Persons Relocation Scheme.
- 14 **Coastal West Sussex and Greater Brighton Local Strategic Statement Adoption (LSS2)** (Pages 56 - 58)
To approve an updated Coastal West Sussex and Greater Brighton Local Strategic Statement.
- 15 **Support to the Community and Voluntary Sector** (Pages 59 - 66)
To extend the Council's funding of Voluntary Action Arun and Chichester (VAAC) for a further year and approve arrangements for agreeing a specification of service, pending a decision by West Sussex County Council on future funding for the service.
- 16 **Financial Monitoring 2015-16** (Pages 67 - 69)
To consider the quarterly Financial Monitoring report.
- 17 **Consideration of any late items as follows:**
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
- 18 **Exclusion of the Press and Public**
The Cabinet is asked to consider in respect of the following item(s) whether the public, including the press, should be excluded from the meeting on the grounds of

exemption under Parts I to 7 of Schedule 12A of the Local Government Act 1972, as indicated against the item 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. **The reports dealt with under this part of the agenda are attached for members of the Council and senior officers only (salmon paper).**

19 **Investment Opportunity** (Pages 70 - 81)

This report proposes that the Council acquires a property in Chichester with a net return on investment that exceeds the bank deposit rate.

20 **Development of Land at Barnfield Drive, Chichester** (Pages 82 - 85)

To approve a variation to the original development agreement relating to the Council's land at Barnfield Drive, Chichester, and to authorise negotiations relating thereto.

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)
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 Cabinet

Standing Order 22.3 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.