



Minutes of the meeting of the **Council** held in the Council Chamber at East Pallant House East Pallant Chichester West Sussex on Tuesday 5 March 2019 at 14:00

Members Present

Mrs E Hamilton (Chairman), Mrs N Graves (Vice-Chairman), Mrs C Apel, Mr J Brown, Mr P Budge, Mr A Collins, Mr J Connor, Mr A Dignum, Mrs P Dignum, Mr J F Elliott, Mr M Hall, Mrs P Hardwick, Mr R Hayes, Mr G Hicks, Mr L Hixson, Mr F Hobbs, Mrs J Kilby, Mrs E Lintill, Mr S Lloyd-Williams, Mr L Macey, Mr K Martin, Mr G McAra, Mr S Morley, Mr A Moss, Caroline Neville, Mr S Oakley, Dr K O'Kelly, Mr C Page, Mrs P Plant, Mr R Plowman, Mr H Potter, Mrs C Purnell, Mr J Ransley, Mr J Ridd, Mr A Shaxson, Mrs S Taylor, Mr N Thomas, Mrs P Tull and Mr P Wilding

Members Absent

Mr G Barrett, Mr R Barrow, Mr T Dempster, Mrs J Dunton, Mr M Dunn, Mr J W Elliott, Mr N Galloway and Mrs J Tassell

Officers Present

Mr N Bennett (Divisional Manager for Democratic Services), Ms P Bushby (Divisional Manager for Communities), Mrs J Dodsworth (Director of Residents' Services), Mr A Frost (Director of Planning and Environment), Mrs J Hotchkiss (Director of Growth and Place), Mr J Mildred (Divisional Manager for Corporate Services), Mr P E Over (Executive Director), Mrs L Rudziak (Director of Housing and Communities), Mrs D Shepherd (Chief Executive), Mr G Thrussell (Assistant Lawyer - Barrister) and Mr J Ward (Director of Corporate Services)

69 **Approval of Minutes**

The Chairman of the Council, **Mrs E Hamilton** (West Wittering), welcomed Chichester District Council (CDC) members and officers, the public and media representatives, to the final Council meeting of the 2015-2019 administration before the CDC elections on Thursday 2 May 2019. The next meeting would be the Annual Council on Tuesday 21 May 2019. The size of the Council would be reducing at those elections from 48 to 36 members and for that reason, and also retirements and the vagaries of elections, some members present would not be returning. She explained the emergency evacuation procedure.

The Council formally received the minutes of its previous meeting on Tuesday 22 January 2019, a copy of which had been circulated with the agenda for this meeting.

There were no proposed changes to the minutes.

The Chairman sought and obtained the Council's approval for her to sign and date the minutes as a correct record.

Decision

The Council voted unanimously on a show of hands to make the resolution below.

RESOLVED

That the minutes of the meeting of the Council on Tuesday 22 January 2019 be approved as a correct record.

The Chairman then duly signed and dated as a correct record the final (twenty-fourth) page of the official version of the aforesaid minutes.

[**Note** This para and paras 70 to 84 below summarise the consideration of and conclusion to agenda items 1 to 16 inclusive but for full details of the matters summarised hereunder (save for the exempt item 16) reference should be made to the audio recording facility via the link below:

<http://chichester.moderngov.co.uk/ieListDocuments.aspx?CId=132&MId=923&Ver=4>]

[**Note** Hereafter in these minutes Chichester District Council is denoted by CDC]

70 Late Items

There were no late including urgent items for consideration at this meeting.

71 Declarations of Interests

Declarations of interests were made by eight members as follows:

- **Mr P Budge** (Chichester North) declared a personal interest in respect of agenda item 7 (City Centre Upgrade of CCTV) as a member of Chichester City Council.
- **Mr J Connor** (Selsey North) declared a personal interest in respect of agenda item 10 Chichester Harbour Management Plan as a Chichester District Council appointed member of Chichester Harbour Conservancy.
- **Mr A Moss** (Fishbourne) declared a personal interest in respect of agenda item 10 Chichester Harbour Management Plan as a Chichester District Council appointed deputy member of Chichester Harbour Conservancy.
- **Dr K O'Kelly** (Rogate) declared a personal interest in respect of agenda item 6 Budget Spending Plans 2019-2020 as a member of West Sussex County Council.
- **Mr S Oakley** (Tangmere) declared a personal interest in respect of agenda item 11 Consideration of Consultation Responses and Modifications to the District Council's Infrastructure Business Plan as a member of West Sussex County Council.
- **Mrs P Plant** (Bosham) declared a personal interest in respect of agenda item 10 Chichester Harbour Management Plan as a Chichester District Council appointed deputy member of Chichester Harbour Conservancy.

- **Mr R Plowman** (Chichester West) declared a personal interest in respect of agenda item 7 (City Centre Upgrade of CCTV) as a member of Chichester City Council.
- **Mr R Plowman** (Chichester West) declared a personal interest in respect of exempt agenda item 16 (Southern Gateway) as a director of Gateway + and stated that he would refrain from participating in the debate or decision.
- **Mrs L C Purnell** (Selsey North) declared a personal interest in respect of agenda item 11 Consideration of Consultation Responses and Modifications to the District Council's Infrastructure Business Plan as a member of West Sussex County Council.

72 **Chairman's Announcements**

The Chairman read out the names of the following six members, each of whom had submitted apologies for absence:

Mr G Barrett (West Wittering), **Mr R Barrow** (Selsey South), **Mrs J Duncton** (Petworth), **Mr M Dunn** (Westbourne), **Mr J W Elliott** (Selsey South) and **Mr N Galloway** (Chichester South).

The Chairman made four specific announcements as follows:

- The problems members had been experiencing with receiving and reading e-mails via their mobile devices was being addressed by CDC's IT department and in the meantime use should be made of the VPN token to access e-mails.
- On Monday 4 March 2019 she had attended the formal opening of the six new commercial units at Ravenna Point in Terminus Road Chichester. She commended the attractive design, facilities and rents. There were still a couple of units available and members would do well to make that known.
- There would a member briefing on the Chichester Local Plan Review and the Community Infrastructure Levy at 13:00 on Wednesday 6 March 2019.
- To each member who would not be standing again in the forthcoming district elections great gratitude was owed for the service and commitment which they had given to CDC, their communities and constituents.

73 **Public Question Time**

The Chairman stated that no public questions had been received for this meeting.

74 **Budget Spending Plans 2019-2020**

The Council considered the recommendation made to it by the Cabinet at its meeting on Tuesday 5 February 2019, as set out on pages 23 to 30 of the agenda report and its four appendices on pages 1 to 57 of the main agenda supplement for that meeting.

That recommendation had been revised and the text thereof and the Council Tax Resolution report were set out in the agenda supplement published for this Council meeting.

A sheet had been circulated within the Council Chamber shortly before the start of this meeting with an amendment to recommendation 6 (1) iv. in the agenda supplement which would be proposed by **Mr A Moss** (Fishbourne and Leader of the Opposition) namely:

‘That recommendation 6 (1) iv. be replaced with:

6 (1) iv. The £532,500 previously proposed for the Investment Opportunity Reserve be instead held in an earmarked reserve and the Cabinet is tasked with consideration of the following initiatives to be funded from that reserve:

Amendment A

(A) The appointment of a Climate Emergency Officer on a three-year fixed term contract to support Chichester District Council in the development of policies on climate change, the protection of biodiversity and to identify specific actions for Chichester District Council to undertake, with the maximum employment costs to be £150,000.

Amendment B

(B) Evening parking to be free of charge in Northgate and New Park Centre car parks for an initial fixed term of three years, with an estimated loss in revenue to Chichester District Council of £115,000 per year.

Amendment C

(C) Any remaining balance to be placed in the Investment Opportunity Reserve account.’

The Chairman pointed out that, as stated in the agenda and the agenda supplement, the revised recommendation and any proposed amendments thereto were required to be decided by a recorded vote.

Mr A Moss (Fishbourne) intimated that he would propose the aforesaid amendments when invited to do so by the Chairman.

Mr P Wilding (Cabinet Member for Corporate Services) formally moved the Cabinet’s revised recommendation and this was seconded by **Mr A Dignum** (Leader of the Council and Cabinet Member for Growth and Place).

Mr P Wilding presented and commended the Cabinet’s revised recommendation, which followed from the Council’s approval at its last meeting of the Financial Strategy and Plan 2019-2020. He summarised (a) the contents of the Cabinet report, which detailed the budget spending plans of each of Cabinet portfolio - those plans and the various funding streams underpinned the balanced budget which was before the Council for approval and (b) the Council Tax Resolution report, which detailed the basis for setting the council tax having regard to the three precepts required. The overall proposed council tax by band for each parish, broken down by precepting authority, was in appendix B to the latter report. He pointed out that for a band D property the annual CDC council tax was £160.81, which was less than the Police and Crime Commissioner and West Sussex County Council precepts.

He commented on the following matters:

- The government's offer for 2019-2020 was the final year of the four-year settlement.
- The key variables and issues which would have an impact on the 2019-2020 financial year. One of those was the level of council tax. It was the Cabinet's view that the government's offer of allowing a modest council tax rise of £5 for band D properties (less than 10p per week) and equivalent increases for other property bands should be accepted: it would help to offset the continued reduction of government funding, generate an extra £266,700 per year and assist in closing the budget deficit which would otherwise emerge in the medium term. That increase had been assumed in the five-year financial strategy.
- The continuing work on CDC's 2016 deficit reduction plan, which aimed to generate further income and savings amounting to £1.3m over the next five years.
- The comprehensive income and expenditure statement.
- The major variances between the 2018-2019 and the 2019-2020 budgets were detailed in appendix 1, including growth items amounting to £151,700, which were significantly offset by efficiency savings of £334,700.
- The Cabinet portfolio budget summaries.
- The Capital and Projects Programme, the Asset Replacement Programme and the Capital Programme Resource Statement.
- The Statement of Reserves: this was consistent with CDC's financial strategy and remained robust and healthy, highlighted the purpose of specific reserves and the respective authorisations for their use, and demonstrated that the Capital Programme and Asset Replacement Programme were fully funded.
- The Prudential Indicators and MRP (Minimum Revenue Provision) Statement 2019-2020.
- The Section 151 Officer's report in para 8.2 of the Cabinet report pursuant to section 25 of the Local Government Act 2000 as to the robustness of the estimates and the adequacy of the reserves when considering this agenda item.

The budget process involved co-operation between individual budget managers and the CDC's Financial Services department, overseen by the Strategic Leadership Team, and ensured that service delivery priorities were met within the constraints on public sector financial resources.

He expressed his gratitude to **Mr J Ward** (Director of Corporate Services), **Mrs H Belenger** (Divisional Manager Financial Services) and all of her colleagues for their hard work and diligence in preparing the budget spending plans for 2019-2020.

Mr Moss (Fishbourne) read out and formally proposed the aforementioned amendments to para (1) iv. in the revised Cabinet recommendation for this agenda item.

His proposal was seconded by **Mr J Brown** (Southbourne).

Mr Brown spoke in support of the proposal and commented on the initiative in amendment A. He made the following points:

- The most recent Intergovernmental Panel on Climate Change report emphasised the imperative to act urgently to save the world's ecosystem. However there was a widespread sense that governments generally did not take this threat seriously and that individuals acting alone could achieve little of significance.
- CDC members were well aware of the frustration felt by their constituents at the impotence to take local action, for example requiring new development to be zero carbon, due to a lack of the requisite national legislation and incentives.
- CDC could set a much-needed example by acknowledging and accepting the reality of a genuine climate emergency and trying to inspire others to follow and shame those who did nothing. This would require policies which were practical, affordable and defensible against resistant developers.
- CDC had a very talented and motivated group of officers in this area but their resources were stretched. A dedicated climate emergency officer should be appointed to research what other councils were doing eg to build houses with much higher environmental standards; what communities were achieving in other countries; what grants were available for improving the local environment; and what self-financing policies would encourage and incentivise local businesses to go green.
- Among CDC's priorities for the new officer to explore would be to: (a) to have a 100% zero carbon building code or as near as possible to that; (b) ensure that businesses, charities, schools, hospitals and residents embraced enthusiastically the reduction of single-use plastics agenda; (c) work with local farmers to attain as near as possible a 'nutrient zero' run-off situation; (d) introduce wetlands and reed beds to reduce flooding and filtering water coming off the land before it could enter Chichester Harbour; (e) plan proactively safe and well-positioned walking and cycling routes to link up new and existing settlements; and (f) protect the beauty and biodiversity of the district and its environs.
- For these measures to have a realistic prospect of success it was imperative to attempt them and without delay by acquiring an evidence base and devoting resources. This was how CDC could play its part in investing in the preservation of life on earth and protecting the area's local biodiversity and regional ecosystem before it was too late.

The Chairman stated that, as indicated on the amendment sheet, parts A, B and C of **Mr Moss'** proposal would each be subject to a separate recorded vote.

Mr Dignum said that he was pleased that the proposed amendment did not seek to impose the initiatives with immediate effect but would instead refer the same to the Cabinet for its consideration. He did not object to that approach. The Cabinet would be advised by officers in accordance with established financial principles and in the context of the prevailing financial uncertainty in national and local government. Accordingly he was content to support the tripartite amendment and encouraged the Conservative group members to do likewise.

The Council debated the amendment proposal. Members spoke in favour or against and asked questions or made comments on points of detail, to which officers and **Mr Dignum** responded where appropriate. The details of the discussion are available via the audio recording on CDC's web-site.

The following members spoke during the discussion on amendment A:

Mr P Budge (Chichester North); **Mr J Ransley** (Wisborough Green); **Mr A Shaxson** (Harting); **Mr S Morley** (Midhurst); **Dr K O'Kelly** (Rogate); **Mr L Hixson** (Chichester East); **Mr S Oakley** (Tangmere); **Caroline Neville** (Stedham); and **Mr H Potter** (Boxgrove).

Mr Moss responded to a query about the adequacy of the proposed employment costs figure of £150,000. He explained that the nature of the role and the level of remuneration had been very carefully considered and he was satisfied that this was a realistic and reasonable figure. It was important that the Cabinet and officers clearly understood the specification when they considered this proposal.

The following members spoke during the discussion on amendment B:

Mrs P Tull (Sidlesham); **Mr R Plowman** (Chichester West); **Mrs P Plant** (Bosham); **Mr Hixson**; **Mrs P Dignum** (Chichester South); **Mrs P Hardwick** (Fernhurst); **Mr R Hayes** (Southbourne); **Mr F Hobbs** (Easebourne); **Mr Morley**; and **Dr O'Kelly**.

Mr Moss thanked members for their comments. He said that the proposal in amendment B was intended to return something back to residents and visitors and to boost not only the local night-time economy at a time when the retail and restaurant businesses were under pressure but the city as a whole and the surrounding communities. He emphasised that this was a matter for the Cabinet to consider in detail after the district elections.

Mrs L C Purnell (Selsey North) asked if the three amendments could be voted on *en bloc*.

Mrs D Shepherd (Chief Executive) said that unless **Mr Moss** altered his stance, they would be voted on separately each in turn.

On being asked by the Chairman, **Mr Moss** affirmed his wish for separate and sequential voting.

As stated in the agenda supplement, the revised version of the Cabinet's recommendation and before it the amendments proposed by **Mr Moss** were all required by standing order 9.5 in CDC's *Constitution* to be the subject of a recorded vote.

RECORDED VOTES

(1) AMENDMENT A

First of all, the Council voted on amendment A with its preamble. **Mrs D Shepherd** conducted the recorded vote. As shown in the table below, the 39 members present voted as follows:

- For: 38
- Against: 1
- Abstain: 0

Eight members were absent and there was one vacancy (Selsey North).

MEMBER	FOR	AGAINST	ABSTAIN	ABSENT
Mrs Apel	X			
Mr Barrett				X
Mr Barrow				X
Mr Brown	X			
Mr Budge	X			
Mr Collins	X			
Mr Connor	X			
Mr Dempster				X
Mr Dignum	X			
Mrs Dignum	X			
Mrs Duncton				X
Mr Dunn				X
Mr J F Elliott	X			
Mr J W Elliott				X
Mr Galloway				X
Mrs Graves	X			
Mr Hall	X			
Mrs Hamilton	X			
Mrs Hardwick	X			
Mr Hayes	X			
Mr Hicks	X			
Mr Hixson	X			
Mr Hobbs	X			
Mrs Kilby	X			
Mrs Lintill	X			
Mr Lloyd- Williams	X			
Mr Macey		X		
Mr Martin	X			
Mr McAra	X			
Mr Morley	X			
Mr Moss	X			
Caroline Neville	X			
Mr Oakley	X			
Mr Page	X			
Dr O'Kelly	X			
Mrs Plant	X			
Mr Plowman	X			
Mr Potter	X			
Mrs Purnell	X			
Mr Ransley	X			
Mr Ridd	X			
Mr Shaxson	X			
Mrs Tassell				X
Mrs Taylor	X			
Mr Thomas	X			
Mrs Tull	X			
Mr Wilding	X			
[VACANCY: SELSEY NORTH]				
TOTAL: 47	38	1		8

Decision

In accordance with the aforesaid recorded vote, amendment A to the Cabinet's revised recommendation was carried as shown in the foregoing table.

(2) AMENDMENT B

Secondly, the Council voted on amendment B with its preamble. **Mrs Shepherd** conducted the recorded vote. As shown in the table below, the 39 members present voted as follows:

- For: 24
- Against: 12
- Abstain: 3

Eight members were absent and there was one vacancy (Selsey North).

MEMBER	FOR	AGAINST	ABSTAIN	ABSENT
Mrs Apel	X			
Mr Barrett				X
Mr Barrow				X
Mr Brown	X			
Mr Budge	X			
Mr Collins		X		
Mr Connor	X			
Mr Dempster				X
Mr Dignum	X			
Mrs Dignum	X			
Mrs Duncton				X
Mr Dunn				X
Mr J F Elliott	X			
Mr J W Elliott				X
Mr Galloway				X
Mrs Graves	X			
Mr Hall	X			
Mrs Hamilton	X			
Mrs Hardwick		X		
Mr Hayes		X		
Mr Hicks		X		
Mr Hixson		X		
Mr Hobbs	X			
Mrs Kilby	X			
Mrs Lintill	X			
Mr Lloyd- Williams	X			
Mr Macey	X			
Mr Martin		X		
Mr McAra		X		
Mr Morley	X			
Mr Moss	X			
Caroline Neville	X			
Mr Oakley			X	
Dr K'OKelly	X			
Mr Page		X		
Mrs Plant	X			
Mr Plowman	X			
Mr Potter		X		
Mrs Purnell			X	
Mr Ransley		X		
Mr Ridd		X		
Mr Shaxson	X			
Mrs Tassell				X
Mrs Taylor	X			
Mr Thomas	X			

MEMBER	FOR	AGAINST	ABSTAIN	ABSENT
Mrs Tull			X	
Mr Wilding		X		
[VACANCY: SELSEY NORTH]				
TOTAL: 47	24	12	3	8

Decision

In accordance with the aforesaid recorded vote, amendment B to the Cabinet's revised recommendation was carried as shown in the foregoing table.

(3) AMENDMENT C

The Council did not in the event vote on amendment C with its preamble.

It was queried by **Mrs Purnell** whether this was necessary since it was in effect obvious that there would be a remaining balance of £37,500 after the deduction of the sums agreed in the approval of amendments A and B.

Mrs Shepherd acknowledged the point and said that amendment C could be deleted.

However, the point and also what would be the position in due course if the Cabinet decided against the initiatives in amendments A and B, were then debated. Various views were expressed and questions were asked by the following members: **Mrs Hardwick; Mrs Tull; Mr Ransley; Mr Dignum; Mr Potter;** and **Mr Hobbs**, with **Mrs Shepherd** giving further advice.

It was decided by consensus not to vote on amendment C but instead to proceed to a recorded vote on the Cabinet's revised recommendation as amended by the two preceding recorded votes and with a reference to the remaining balance of £37,500 being placed in the Investment Opportunity Reserve account.

(4) REVISED RECOMMENDATION BY THE CABINET AS AMENDED

The outcome of the foregoing deliberations was that the Council was finally asked to vote on the revised recommendation by the Cabinet with para (1) iv. amended by (a) amendments A and B as aforesaid and (b) the insertion of a reference to a balance of £37,500, namely:

'(1) iv. The £532,500 previously proposed for the Investment Opportunity Reserve be instead held in an earmarked reserve and the Cabinet be tasked with consideration of the following initiatives to be funded from that reserve:

(A) The appointment of a Climate Emergency Officer on a three-year fixed term contract to support Chichester District Council in the development of policies on climate change, the protection of biodiversity and to identify specific actions for Chichester District Council to undertake, with the maximum employment costs to be £150,000.

(B) Evening parking to be free of charge in Northgate and New Park Centre car parks for an initial fixed term of three years, with an estimated loss in revenue to Chichester District Council of £115,000 per year.

(C) The remaining balance of £37,500 be placed in the Investment Opportunity Reserve account.'

The Council voted thirdly and finally on the substantive revised recommendation as amended by amendments A and B and with the consequential amendment in (1) iv. C. **Mrs Shepherd** conducted the recorded vote. As shown in the table below, the 39 members present voted as follows:

- For: 37
- Against: 1
- Abstain: 1

Eight members were absent and there was one vacancy (Selsey North).

MEMBER	FOR	AGAINST	ABSTAIN	ABSENT
Mrs Apel	X			
Mr Barrett				X
Mr Barrow				X
Mr Brown	X			
Mr Budge	X			
Mr Collins	X			
Mr Connor	X			
Mr Dempster				X
Mr Dignum	X			
Mrs Dignum	X			
Mrs Duncton				X
Mr Dunn				X
Mr J F Elliott	X			
Mr J W Elliott				X
Mr Galloway				X
Mrs Graves	X			
Mr Hall	X			
Mrs Hamilton	X			
Mrs Hardwick	X			
Mr Hayes	X			
Mr Hicks	X			
Mr Hixson	X			
Mr Hobbs	X			
Mrs Kilby	X			
Mrs Lintill	X			
Mr Lloyd- Williams	X			
Mr Macey			X	
Mr Martin	X			
Mr McAra	X			
Mr Morley	X			
Mr Moss	X			
Caroline Neville	X			
Mr Oakley	X			
Mr Page	X			
Dr O'Kelly	X			
Mrs Plant	X			
Mr Plowman	X			
Mr Potter	X			
Mrs Purnell	X			
Mr Ransley		X		
Mr Ridd	X			
Mr Shaxson	X			
Mrs Tassell				X

MEMBER	FOR	AGAINST	ABSTAIN	ABSENT
Mrs Taylor	X			
Mr Thomas	X			
Mrs Tull	X			
Mr Wilding	X			
[VACANCY: SELSEY NORTH]				
TOTAL: 47	37	1	1	8

Decision

In accordance with the aforesaid recorded vote, the Cabinet's revised recommendation as amended aforesaid was carried as shown in the foregoing table.

RESOLVED

(1) That following consideration of the draft budget by the Cabinet the Budget for 2019-2020 be approved as follows:

- i. The 2019-2020 net budget requirement in respect of Chichester District Council's own services be approved at £13,829,600.
- ii. The 2019-2020 council tax requirement in respect of Chichester District Council's own services be approved at £8,577,493.
- iii. A Council Tax of £160.81 (Band D equivalent) be approved, which represents a £5.00 (3.21%) increase on the Band D charge.
- iv. The £532,500 previously proposed for the Investment Opportunity Reserve be instead held in an earmarked reserve and the Cabinet be tasked with consideration of the following initiatives to be funded from that reserve:
 - A. The appointment of a Climate Emergency Officer on a three-year fixed term contract to support Chichester District Council in the development of policies on climate change, the protection of biodiversity and to identify specific actions for Chichester District Council to undertake, with the maximum employment costs to be £150,000.
 - B. Evening parking to be free of charge in Northgate and New Park Centre car parks for an initial fixed term of three years, with an estimated loss in revenue to Chichester District Council of £115,000 per year.
 - C. The remaining balance of £37,500 be placed in the Investment Opportunity Reserve account.
- v. The capital programme, including the asset renewal programme (appendix 1c and 1d to the agenda report), be approved.

(2) That the resolutions in Appendix A to the Council Tax Resolution report be approved.

75 City Centre Upgrade of CCTV

The Council considered the recommendation made to it by the Cabinet at its meeting on Tuesday 5 February 2019, as set out on pages 31 to 33 of the agenda report and its appendix on pages 59 to 65 of the main agenda supplement for that meeting.

Mrs E Lintill (Deputy Leader of the Council and Cabinet Member for Community Services) formally moved the Cabinet's recommendation and this was seconded by **Mr A Dignum** (Leader of the Council and Cabinet Member for Growth and Place).

Mrs Lintill presented the Cabinet's recommendation. At its meeting on Tuesday 5 February 2019 the Cabinet had approved a project initiation document (PID) to combine the Asset Renewal Programme for CCTV funding for the six-year period 2017-2023 to enable an upgrade of 11 city centre cameras and the reinstatement of two cameras in the Avenue de Chartres car park. The Council's approval for the release of £165,000 from reserves to achieve the PID's objective was sought. She explained the rationale for this with reference to sections 3, 4, 6, 7 and 9 of the report.

During the debate members commended the public security benefits and improved quality of CCTV in the city centre and the advantages of having more and better quality cameras.

Mrs Lintill, Mr Dignum and Mrs P Bushby (Divisional Manager Communities) replied to members' questions and comments on various points (details in the audio recording) with regard to (a) financial contributions by Chichester City Council to the cost of cameras; (b) the availability of an annual report on the use of CCTV cameras in investigations, their operational performance and outcomes generally (details would be supplied to members in a written response after this meeting*); (c) the upgrading of CCTV cameras in rural areas: with finite funding, a higher number of incidents in the city centre compared with rural areas and less aged cameras, the need was not as great as for city centre cameras but the situation was kept under review; and (d) the number, age and allocation of cameras across the district (*details of the age and location of cameras would be provided in a written response after this meeting).

[***Note** A written response to the points in (b) and (d) was circulated to members by e-mail on Thursday 21 March 2019]

Decision

On a show of hands the members voted in favour of the Cabinet's recommendation with no votes against and no abstentions.

RESOLVED

That the release of £165,000 from reserves be approved.

[**Note** At the end of this item there was a short adjournment between 15:45 and 15:54]

The Council considered the recommendation made to it by the Cabinet at its meeting on Tuesday 5 February 2019, as set out on pages 35 to 39 of the agenda report and its six appendices on pages 67 to 124 of the main agenda supplement for that meeting.

Mr P Wilding (Cabinet Member for Corporate Services) formally moved the Cabinet's recommendation and this was seconded by **Mrs E Lintill** (Deputy Leader of the Council and Cabinet Member for Community Services).

Mr Wilding presented the Cabinet's recommendation. The Council was required to approve a treasury management strategy (TMS) each year. The Chartered Institute of Public Finance and Accountancy (CIPFA) and the Ministry of Housing, Communities and Local Government (MHCLG) had updated the framework within which CDC conducted treasury management and other investing activities, in order to impose a greater focus on risk management and governance. The key changes were (a) treasury management now covered investments made for service and/or commercial reasons and (b) there was a requirement to publish a capital strategy to show how capital expenditure, capital financing and treasury management activity contributed to the provision of local services and how associated risk was managed by councils. The main focus of CDC's treasury operation in the next year would be to evaluate and seek to make further prudent investments in external pooled funds. Accordingly the ceiling for external pooled funds in which CDC could invest had been increased from £20m to £35m, thereby enabling up to £17m further investment with a potential annual income revenue generation of £500,000; this could be extremely valuable for maintaining services in uncertain times. Whilst the TMS confirmed CDC's intention to remain debt free, it proposed an increase in operational and authorised limits for external debt to ensure that sufficient liquidity was available to cover for contingencies such as delayed taxation receipts. The TMS listed approved lenders and safeguards applied. Counterparty limits had been increased. CDC's Corporate Governance and Audit Committee had reviewed the TMS and made a recommendation relating to the setting of a maximum target level of commercial income. Appendix 6 addressed the potential impact of the European Union Withdrawal Bill.

The focus of a short discussion was how the investment protocol took into account not only the need for a sound financial basis but also achieving where possible local, social benefits. The making of Brexit contingency plans was commended.

Decision

On a show of hands the members voted in favour of the Cabinet's recommendation with no votes against and no abstentions.

RESOLVED

- (1) That the Treasury Management Policy Statement, the Treasury Management Strategy Statement and Investment Strategy for 2019-2020, incorporating the temporary limits established in appendix 6 be approved.
- (2) That the Chichester District Council Capital Strategy for 2019-2020 to 2023-2024 be approved.

- (3) That the prudential indicators and limits for 2019-2020 included in appendix 2 be approved.
- (4) That the investigation by officers whether to set an indicator to measure the proportionality of commercial income generated by Chichester District Council, and if so, to recommend a suitable indicator for inclusion in the Chichester District Council's 2020-2021 Treasury Strategy be approved.

77 ICT Infrastructure Replacement Programme

[Note The Chairman directed that this matter, which was listed as item 12 in the agenda, should immediately precede item 9, Business Continuity Infrastructure (minute 78 below) because a decision with respect to this item was logically prior to determining that item and the minutes reflect this change in the order of business]

The Council considered the recommendation made to it by the Cabinet at its meeting on Tuesday 5 March 2019 as set out on pages 25 to 27 of the agenda report and its appendix for that meeting.

Mr P Wilding (Cabinet Member for Corporate Services) formally moved the Cabinet's recommendation and this was seconded by **Mrs E Lintill** (Deputy Leader of the Council and Cabinet Member for Community Services).

Mr Wilding presented the Cabinet's recommendation to approve the drawdown of £375,500 funding from the Asset Replacement Programme allocated for ICT infrastructure replacement. Core elements of CDC's IT infrastructure would require end-of-life replacement during the ensuing twelve months. The continued use of such equipment posed the risk of the withdrawal of product maintenance and support. Periodic replacement afforded the opportunity for new technology, lower costs and benefits from economies of scale. The proposal was to combine both the Infrastructure Replacement Programme and the Business Continuity Infrastructure project (agenda item 9 for this meeting) to maximise project resources and consolidate benefits.

Mr Wilding answered a question by **Mr F Hobbs** (Easebourne) about the officers' preference for owning rather than licensing the equipment.

Decision

On a show of hands the members voted in favour of the Cabinet's recommendation with no votes against and no abstentions.

RESOLVED

That the drawdown of Asset Replacement funding (£375,000) allocated for the replacement of ICT Infrastructure (SAN, Oracle) be approved.

78 Business Continuity Infrastructure

[Note The Chairman directed that this matter, which was listed as item 9 in the agenda, should be immediately preceded by item 12, ICT Infrastructure Replacement Programme (minute 77 above) because a decision with respect to that item was logically prior to determining this item and the minutes reflect this change in the order of business]

The Council considered the recommendation made to it by the Cabinet at its meeting on Tuesday 5 March 2019 as set out on pages 13 to 16 of the agenda report and its appendix on pages 1 to 10 of the agenda supplement for that meeting.

Mr P Wilding (Cabinet Member for Corporate Services) formally moved the Cabinet's recommendation and this was seconded by **Mrs E Lintill** (Deputy Leader of the Council and Cabinet Member for Community Services).

Mr Wilding presented the Cabinet's recommendation. CDC was becoming increasingly reliant on its IT systems both on its premises and remotely for the provision of services. Major disruption to the main IT environment at East Pallant House (EPH) could take at least ten weeks to replace IT servers and systems and re-establish the service, which was an unacceptable risk. Having discounted alternative options, it was proposed to create a disaster recovery capability by building a mirrored server site at the Westhampnett Depot and linking it to EPH via the new gigabit local area network. This would fundamentally improve CDC's ability to resume operations and provide services following such a major disruption. It would also permit daily disk back-up rather than the current weekly tape back-up, which would reduce the maximum loss of data to one day. The Westhampnett site would have exactly the same server and storage as at EPH, an uninterruptible power supply, new back-up generator and a server room with optimal specifications. It would be a cold site ie the equipment would be powered up only when needed, which avoided the need to duplicate costly software licenses. The project would be delivered internally and completed by November 2019.

Mr Wilding, **Mr J Mildred** (Divisional Manager Business Support) and **Mr A Forward** (ICT Manager) answered members' questions and comments on points of detail with respect to (a) the reasons for choosing the Westhampnett Depot rather than a centre in the north of the district; (b) protection against flooding risk and cyber-attacks; (c) the spare capacity at the Depot for offering Arun District Council a back-up solution to replace its current arrangement with West Sussex County Council; and (d) the funding would cover the cost of purchasing new equipment.

Members expressed their support for the project.

Decision

On a show of hands the members voted in favour of the Cabinet's recommendation with no votes against and no abstentions.

RESOLVED

- (1) That funding be approved for the creation of the duplicate server facility.
- (2) That new capital funding of £129,800 be approved from reserves to supplement the ICT Asset Replacement Programme funding.

79 Chichester Harbour Management Plan

The Council considered the recommendation made to it by the Cabinet at its meeting on Tuesday 5 March 2019 as set out on pages 17 to 19 of the agenda report for that meeting (its appendix, which contained the draft Chichester Harbour Management Plan, was available to view only electronically).

Mr J Connor (Cabinet Member for Environment Services) formally moved the Cabinet's recommendation and this was seconded by **Mrs E Lintill** (Deputy Leader of the Council and Cabinet Member for Community Services).

Mr Connor presented the Cabinet's recommendation. He emphasised the multi-faceted importance of the Chichester Harbour AONB to the district's residents and visitors. There was a statutory duty to prepare every five years a management plan for the AONB, which had been undertaken by CDC, Chichester Harbour Conservancy (CHC) as the lead authority, Havant Borough Council, Hampshire County Council and West Sussex County Council. At the heart of the draft plan in section 2 were the policies for the protection of the AONB and the actions for each of the partners. Section 3 set out the planning principles which would guide the CHC's responses to planning applications within and adjacent to the AONB. In view of its role as the local planning authority (LPA), CDC would not be adopting the planning principles in section 3 of the draft management plan.

Mr Connor and **Mr A Frost** (Director of Planning and Environment) answered questions by **Mr A Moss** (Fishbourne) and **Mr S Oakley** (Tangmere) with respect to the rationale for not adopting the planning principles in section 3 of the draft document and how CDC as the LPA would treat those principles in determining planning applications for sites within the AONB.

Decision

On a show of hands the members voted in favour of the Cabinet's recommendation with no votes against and no abstentions.

RESOLVED

That the Chichester Harbour Management Plan 2019-2024, with the exception of the planning principles in section 3, be adopted.

80 Consideration of Consultation Responses and Modifications to the District Council's Infrastructure Business Plan 2019-2024

The Council considered the recommendation made to it by the Cabinet at its meeting on Tuesday 5 March 2019 as set out on pages 21 to 24 of the agenda report and appendix 1 and an extract of appendix 2 on pages 11 to 33 of the agenda supplement for that meeting. The entirety of the Infrastructure Business Plan (IBP) in appendix 2 was available to view only electronically.

Mrs S Taylor (Cabinet Member for Planning Services) formally moved the Cabinet's recommendation and this was seconded by **Mr A Dignum** (Leader of the Council and Cabinet Member for Growth and Place).

Mrs Taylor presented the Cabinet's recommendation. The report and appendix 1 set out the representations received as a result of the IBP consultation and suggested modifications to the IBP. The Council was requested to approve the IBP and Community Infrastructure Levy (CIL) spending plan in appendix 2. The Chichester Growth Board, and CDC's Development Plan and Infrastructure Panel had considered the proposed responses to the representations received and their views were reflected in the two appendices. Most of the consultation responses related to: re-phasing of projects; updates to the IBP text; projects to be deleted as they had been delivered or were no longer

required; updated details for the projects; and new projects to be added. Further information was expected from West Sussex County Council (WSCC) about which schools would be expanded and more accurate costings would be provided in due course. WSCC had requested that IBP/329: primary school at Graylingwell should be removed from the IBP as the project was not required as the development had not yielded the expected number of school children. WSCC requested that the Chichester Road Space Audit projects were moved from 2019-2020 to 2020-2021. Should a design for a city-wide parking management plan be approved, WSCC had proposed that the costs of implementation (cost of signs and lines) should be part-funded by WSCC, as some of the issues were historic. The costs would be assessed once an initial design had been completed. The overall cost estimate for the work was £750,000 as identified in IBP/654, IBP/655 and IBP/665. Any additional enforcement costs associated with the city-wide plan would be met by WSCC. The effect of this change to the IBP CIL Spending Plan and the adjustments relating to the amount of CIL expected to be collected in relation to the housing trajectory January 2019 were shown in appendix 2.

Mr S Oakley (Tangmere) commented on various aspects of the IBP and CIL Spending Plan: the questionable utility of the real time passenger information system; the difficulty in planning for the need for new schools; and the road space audit.

Mr Oakley also commended the excellent work undertaken by **Mrs K Dower** (Principal Planning Officer) in overseeing the IBP, which was a very important collation of data about infrastructure provision and priorities, the funding and design and delivery principles.

Mrs Taylor concurred with **Mr Oakley's** commendation of **Mrs Dower**, who had, she said, skilfully prepared a very complex report.

Decision

On a show of hands the members voted in favour of the Cabinet's recommendation with no votes against and no abstentions.

RESOLVED

- (1) That the proposed responses to the representations received and subsequent modifications to the Infrastructure Business Plan (IBP) as set out in Appendix 1 be approved.
- (2) That the amended IBP including CIL Spending Plan attached as Appendix 2 be approved.

81 Questions to the Executive

The questions to the executive asked by members and the responses given were as follows:

Question: Update on increase in police numbers

Mrs C Apel (Chichester West) referred to the appalling increase in knife-crime incidents and asked for an update on the increase in police numbers promised by the Police and Crime Commissioner for Sussex and the likely number of extra officers.

Response

Mrs E Lintill (Deputy Leader of the Council and Cabinet Member for Community Services) said that this was complicated to answer. The police precept levied in the 2018-2019 council tax demand included an extra 200 police officers. However, the length of training for new recruits, the drop-out rate and the actual pass rate meant that that increase would not be quickly attained.

Mrs P Dignum (Chichester South), who was the chairman of CDC's Community Safety Review Task and Finish Group (CSR TFG) and a member of its Overview and Scrutiny Committee (OSC), said that Chief Inspector Kris Ottery of Sussex Police had recently given evidence to the CSR TFG on a range of matters including how Sussex Police was dealing with the ever greater demands on its resources but with fewer officers. The CSR TFG's report would be considered by the OSC at its meeting on Tuesday 12 March 2019.

Question: Prosecution for removal of trees and hedgerows

Mr J Brown (Southbourne) referred to several incidents in his ward of trees and hedgerows being removed, often in breach of planning control. He wished to know the current position and about replanting and prosecuting in such cases.

Response

On behalf of the executive **Mr A Frost** (Director of Planning and Environment) said that a decision to prosecute would depend on the facts of the case. He offered to meet with **Mr Brown** to discuss any particular cases.

Question: Ecological protection and need for a standard planning condition to regulate planting of hedgerows

Mr S Oakley (Tangmere) asked about (a) legislative protection of sites with ecological value which had been granted planning permission and (b) the need for a standard planning condition to regulate the planting of hedgerows and the prohibition of their removal without approval of the local planning authority.

Response

On behalf of the executive **Mr A Frost** (Director of Planning and Environment) said that (a) there were powers available to the local planning authority under the Wildlife and Countryside Act 1981 and (b) it would be unreasonable to impose a planting condition of indefinite duration.

Mrs L C Purnell (Selsey North) said that landowners and developers could and did remove hedgerows etc before the grant of planning permission and the enforcement sanctions were not sufficiently strong. There was a clear need for powers and inducements to prevent this unilateral action.

Mr J Brown (Southbourne) agreed with **Mrs Purnell** and said that it would help if CDC could undertake a few successful prosecutions.

Mr Potter (Boxgrove) commented that the responsibility for tree removal lay ultimately with the tree surgeon engaged by the developer or landowner.

Mr Hayes (Southbourne and chairman of the Planning Committee) pointed out that unauthorised removal could be followed by the grant of retrospective planning permission. The pressing need was to find a way of pre-empting such removals.

Mr Budge (Chichester North) lamented how the approach to the city on St Pauls Road/Broyle Road had been desecrated by the removal of a hedgerow to construct a roundabout as part of the Whitehouse Farm development. This was just one situation which should be addressed.

Mr J F Elliott (Bury) remarked that CDC's Tree Officer needed a great deal of help and support in undertaking his work.

Question: Addressing the problem of air pollution and parking in Midhurst

Mr S Morley (Midhurst) referred to the problem of air pollution in Rumbolds Hill in Midhurst and the need to combat the pollution caused by stationary traffic in the town's High Street. He advocated a holistic approach to parking issues in Midhurst ie both on- and off-street. He said that he would like to be able to tell Midhurst Town Council and the Midhurst Vision group that CDC would endorse such an approach and that when consultants were commissioned later this year their brief would include the district's rural towns and their entire parking/traffic needs and not solely in terms of off-street car parks..

Response

Mrs J Hotchkiss (Director of Growth and Place) said that there would be a full audit undertaken of on- and off-street parking in the districts' towns. West Sussex County Council (WSCC) had not indicated when it would extend its road space audit beyond the city but it was willing to discuss the issues with CDC.

Mr A Dignum (Leader of the Council and Cabinet Member for Growth and Place) acknowledged the validity of **Mr Morley's** point and agreed that a holistic approach was desirable. WSCC would be asked by CDC if it would consider undertaking a road space audit for the rural towns in a similar way to that underway in the city and to include on- as well as off-street parking. Parking and environment consultants' studies would be taken into account collectively to address these issues.

Mr J Connor (Cabinet Member for Environment Services) said that air quality consultants were engaged to investigate Rumbolds Hill and their findings would be taken into account in any road space audit for the town.

Question: Cost of providing bed and breakfast accommodation for homeless households

Dr K O'Kelly (Rogate) said that following her question at the previous Council meeting she was very grateful for the most up-to-date details included in the February 2019 issue of the *Members Bulletin* of the number of clients in temporary accommodation and in bed and breakfast and also the number of rough sleepers. The Cabinet had considered earlier in the day a report on the Homelessness Prevention Fund, which stated that one of the outcomes to be achieved was the reduction in the use of and time spent in bed and breakfast accommodation by homeless households, especially outside Chichester District. She requested details of the cost of providing such accommodation both within and outside the district.

Response

Mrs J Kilby (Cabinet Member for Housing Services) undertook to provide a written response disclosing that information.

Question: Details of forthcoming A27 Chichester bypass meeting with Highways England

Mr R Plowman (Chichester West) said that he was aware of an imminent meeting with Highways England (HE) to discuss the A27 Chichester bypass situation and requested details of who would be attending, the agenda, the anticipated outcomes and HE's policy on a route which avoided the South Downs National Park (SDNP).

Response

Mr A Dignum (Leader of the Council and Cabinet Member for Growth and Place) said that a meeting was scheduled for Monday 11 March 2019, to be attended by the leaders and chief executives of CDC and West Sussex County Council and the government's roads minister. He was unsure whether HE would be present but it ought to be. He did not know the agenda business. The government would be pushed to support improvements to the A27 Chichester bypass. There was no scope for inclusion of the project in RIS2 and no current commitment to doing so in RIS3. CDC and WSCC wished to see at the very least a design study being agreed. Insofar as a route within the SDNP was concerned, the statutory guidance, to which HE had to pay regard, stated there was to be no new highway within a national park if there was a viable non-national park route. It appeared that HE was unlikely to deviate from its established position that the A27 should not be allowed to pass through or anywhere close to the SDNP and so such a proposal would be 'unlikely to pass'. The outcome would turn on statutory interpretation and whether a southern route would not be viable. The consultation in 2016 demonstrated that a majority was in favour of a northern bypass.

Mr H Potter (Boxgrove) alluded to the SDNP Authority's stated position in 2016 that it would not support a northern route which passed through or near the SDNP and that on the seventieth anniversary of the founding of national parks a review was in favour of strengthening national park policies and extending some of the boundaries.

Question: Dress code at Council meetings

Mr J F Elliott (Bury) asked if the Chairman, or her successor (if applicable) in the new CDC administration after the forthcoming election, would raise the dress code as he was perturbed at the number of men who were not wearing ties or jackets.

Response

Mrs E Hamilton (Chairman of the Council) said that this could be considered perhaps at the start of the new administration.

Mr A Dignum (Leader of the Council and Cabinet Member for Growth and Place) referred to all councillors wearing a business suit.

Mr J Ridd (Donnington) endorsed **Mr Elliott's** point and said that it was one which he had raised during his tenure as CDC Chairman.

[**Note** The foregoing response concluded questions to the executive]

VALEDICTORIES AT THE END OF THE 2015-2019 CHICHESTER DISTRICT COUNCIL ADMINISTRATION

During questions to the executive **Mr R Hayes** (Southbourne) paid tribute to and thanked his Conservative co-ward member **Mr G Hicks** (first elected in 2003) who would be standing down as a councillor at the forthcoming district election.

At the close of questions to the executive **Mr J Ridd** (Donnington) remarked that he too was not standing for re-election and he reflected on his time as a CDC member since 1999. It had been a great honour both to represent the ward of Donnington and CDC as a whole, when for several years he was its Chairman. CDC was held in very high esteem and there were so many reasons to compliment it. He had immensely enjoyed the experience and was so grateful to the officers who (as colleagues and friends) served members to a very high standard and the very best of their ability. He wished members who were re-elected in May 2019 every good fortune.

Members acknowledged these two valedictories with a round of applause.

82 Late Items

As stated by the Chairman during agenda item 2, there were no late including urgent items for consideration at this meeting.

83 Exclusion of the Press and Public

A resolution to exclude the press and the public from the meeting during the final agenda item 16, Southern Gateway, was formally proposed by **Mr A Dignum** (Leader of the Council and Cabinet Member for Growth and Place) and seconded by **Mr R Hayes** (Southbourne).

Decision

On a show of hands the members voted in favour of the resolution set out below with no votes against and no abstentions.

RESOLVED

That the public including the press should be excluded from the meeting during the consideration of agenda 16, Southern Gateway, on the following ground of exemption in Part I of 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.

84 Southern Gateway

The Council considered the recommendation made to it by the Cabinet at its meeting on Tuesday 5 March 2019, as set out on pages 89 to 147 of the exempt confidential agenda report, to which was attached the first, third and fourth confidential exempt appendices for

that meeting. It also had regard to the second confidential exempt appendix which had been circulated in the third agenda supplement.

Mr A Dignum (Leader of the Council and Cabinet Member for Growth and Place) formally moved the Cabinet's recommendation and **Mrs E Lintill** (Deputy Leader of the Council and Cabinet Member for Community Services) seconded it.

Mr N Bennett (Divisional Manager Democratic and Legal Services and Monitoring Officer) was in attendance for this item.

The report was presented by **Mr Dignum**.

The matter was discussed by the Council.

Mr Dignum, **Mr P E Over** (Deputy Chief Executive) and **Mrs D Shepherd** (Chief Executive) responded to members' questions and comments on points of detail.

Decision

On a show of hands the members voted in favour of the Cabinet's recommendation with no votes against and one abstention (**Mr R Plowman** (Chichester West)).

RESOLVED

That an amendment to the terms of reference for the Chichester District Growth Board in accordance with para 6.1.3 of the confidential exempt Cabinet report dated 5 March 2019 be approved.

[**Note** The meeting ended at 17:27]

CHAIRMAN

DATE