

Notice of Meeting

East Pallant House East Pallant Chichester West Sussex PO19 1TY

Telephone: 01243 785166

Website: www.chichester.gov.uk

MEETING **ANNUAL COUNCIL**

DATE / TIME Tuesday 20 May 2014 at 2.30 pm

VENUE* **The Assembly Room, The Council House (Chichester City Council offices), North Street, Chichester, West Sussex**

CONTACT POINT Philip Coleman – Member Services Manager
Telephone: 01243 534655
E-mail: pcoleman@chichester.gov.uk

Monday 12 May 2014



DIANE SHEPHERD
Chief Executive

To All Members of Chichester District Council

You are hereby summoned to attend the meeting specified above for the transaction of the following business:

NOTES

- (1) ****Please note the change from the usual venue.***
- (2) *The Council meeting will be preceded at 12.00 noon by a workshop for members of the Council in relation to the arrangements for welcome and induction of members after the 2015 District Council elections. This will be followed by lunch and the usual Open Forum with the Cabinet and Senior Leadership Team*
- (2) ***Members are asked to bring with them to the meeting their copy of the agenda and the accompanying papers for the meetings of the Cabinet held on 1 April and 6 May 2014.***

AGENDA

This agenda should be retained for future reference with the minutes of this meeting

PART 1

1 **Election of Chairman of the Council**

This will be followed by the declaration of acceptance of office

2 **Appointment of Vice-Chairman of the Council**

This will be followed by the declaration of acceptance of office

3 **Approval and signing of the minutes** of the special meeting of the Council held on Thursday 24 April 2014 (pages **7 to 14**)

4 **Chairman's announcement of any urgent items** which due to special circumstances are to be dealt with under agenda item 13(b)

5 **Declarations of any disclosable pecuniary, personal and/or prejudicial interests** which a member may have in any agenda item which requires a decision to be made by the Council at this meeting

6 **Chairman's Announcements**

7 **Public Question Time** (maximum of 15 minutes duration)

Questions are to submitted in writing by noon on the previous working day

8 **Decisions to be made by the Council**

Recommendations

To consider the following recommendations requiring the approval of the Council:

Cabinet – 1 April 2014

The report giving rise to these recommendations is in the papers for the meeting of the Cabinet on 1 April 2014

These are available in the committee papers section of the Council's website and in the Members Room.

(i) Minute 562 – New Homes Bonus Policy
(See report at Agenda Item 5 (pages 9 - 19) of the Cabinet papers)

RECOMMENDED

- (1) That the New Homes Bonus (Parish Allocations) Policy (Appendix 1, pages 13-16, of the Cabinet report) and the delegations therein be approved.
- (2) That the additional Terms of Reference of the Grants and Concessions Panel as detailed in paragraph 5.6 of the Cabinet report be approved and that the Council's Constitution be updated accordingly.

Cabinet – 6 May 2014

The reports giving rise to these recommendations are in the papers for the meeting of the Cabinet on 6 May 2014

These are available in the committee papers section of the Council's website and in the Members Room.

(ii) Minute 582 – Electoral Review of Chichester District
(See report at Agenda Item 5 (pages 1-9) of the Cabinet papers)
Update report attached (page 15)

RECOMMENDED

- (1) That inclusion of an electoral review of Chichester District in the Local Government Boundary Commission for England's programme of electoral reviews be sought, with the objective of a significant reduction in the number of councillors by the 2019 elections, subject to confirmation by the Council after the 2015 elections that it wishes the review to proceed.
- (2) That the Leader of the Council and the Chief Executive be authorised to meet representatives of the Local Government Boundary Commission for England to discuss the process and a potential review timetable.

(iii) Minute 583 – Recommendation from the Development Plan Panel: Revised Local Development Scheme 2014-2017
(See report at Agenda Item 6 (pages 10 - 29) of the Cabinet papers)

RECOMMENDED

That the draft revised *Local Development Scheme 2014-2017* be approved for publication on the Council's web site.

- 9 **Questions to the Executive** (maximum of 40 minutes duration)
- 10 **Review of Political Balance** (pages 16 to 18)
- 11 **Appointment and Membership of Committees and their Chairmen and Vice-Chairmen** (pages 19 to 23)
- 12 **Appointments to Outside Organisations** (pages 24 to 25)

13 **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

PART 2

Items for which the press and public are likely to be excluded

14 **Exclusion of the Press and Public**

To consider passing a resolution in accordance with section 100A of the Local Government Act 1972 (the Act) to exclude the public and the press from the meeting during the consideration of the following item on the agenda for the reason that it is likely in view of the nature of the business to be transacted that there would be disclosure to the public of “exempt information” being information of the nature described in 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 Act and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

15 **Enterprise Gateway, Plot 12 Terminus Road Chichester**

(See report at Agenda Item 13 (pages 57 – 65 for members only) of the Cabinet papers for the meeting on 1 April 2014)

RECOMMENDED

That the Enterprise Gateway Project is added to the Council’s Capital Programme and that funding, estimated at current costs in the sum of £4m, be allocated to the Enterprise Gateway Project.

MEMBERS

Mrs C M M Apel	Mr P Jarvis
Mr G A F Barrett	Mr D St J Kingston
Mr M J Bell	Mrs E P Lintill
Mr P Budge	Mr S Lloyd-Williams
Mrs H P Caird	Mr R M J Marshall
Mr S Carr	Mr G V McAra
Mr A D Chaplin	Mr J A P Montyn
Mr J L Cherry	Mr D J Myers
Mr P Clementson	Mr S J Oakley
Mr J C P Connor	Mr R O'Brien
Mr Q J R Cox	Mr H C Potter
Mr M A Cullen	Mrs C Purnell
Mrs P M Dignum	Mr J Ransley
Mr T Dignum	Mr J Ridd
Mrs J E Duncton	Mr F Robertson
Mr T M E Dunn	Anne Scicluna
Mr J F Elliott	Mr A M Shaxson
Mr B Finch	Mr A R H Smith
Mr A J French	Mrs J A E Tassell
Mrs N Graves	Mr N R D Thomas
Mrs E Hamilton	Mrs B A Tinson
Mrs P A Hardwick	Mrs P M Tull
Mr R J Hayes	Mr B J Weekes
Mr G H Hicks	Mr M Woolley

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Minutes of the Special Meeting of the **Council** held in the Council Chamber, East Pallant House, Chichester on Tuesday 24 April 2014 at 2.30 pm

Members (48)

Mr N R D Thomas (Vice-Chairman in the Chair)

Mrs C M M Apel	Mr D St J Kingston
Mr G A F Barrett	Mrs E P Lintill
Mr P J Budge	Mr G V McAra
Mrs H P Caird	Mr R M J Marshall
Mr A D Chaplin	Mr J A P Montyn
Mr J C P Connor	Mr D J Myers
Mr M A Cullen	Mr S J Oakley
Mrs P M Dignum	Mr H C Potter
Mr A P Dignum	Mrs L C Purnell
Mrs J E Duncton	Mr J J L T Ransley
Mr T M E Dunn	Anne Scicluna
Mr J F Elliott	Mr A M Shaxson
Mr A J French	Mr A R H Smith
Mrs N D Graves	Mrs B A Tinson
Mrs E Hamilton	Mrs P M Tull
Mrs P A Hardwick	Mr S Lloyd-Williams
Mr G H Hicks	Mr M Woolley
Mr P Jarvis	

were present (36)

Members not present

Mr M J Bell	Mr R J Hayes
Mr S L Carr	Mr R T V O'Brien
Mr J L Cherry	Mr J Ridd
Mr P Clementson	Mr F Robertson
Mr Q J R Cox	Mrs J A E Tassell
Mr B Finch	Mr B J Weekes

Officers Present for All Items

Mrs D Shepherd – Chief Executive
Mr S Carvell – Executive Director
Mrs A Jobling – Executive Director of Home and Communities
Mr M Allgrove – Planning Policy Manager
Ms N Golding – Principal Solicitor and Monitoring Officer
Mr P Coleman – Member Services Manager

220 Minutes

RESOLVED

That the minutes of the meeting of the Council held on 4 March 2014 be signed as a correct record.

221 Urgent Items

There were no urgent items for consideration at this meeting.

222 Declarations of Interests

The following members declared personal interests in the item related to Chichester Local Plan (minute 225 below):

Mrs Apel, Mr Budge, Mr Chaplin, Mrs Dignum, Mr Dignum, Mr Elliott, Mr French, Mrs Hamilton, Mr McAra, Mr Oakley, Mr Potter, Mrs Purnell, Mr Ransley, Mrs Scicluna, Mr Shaxson, Mr Smith, Mrs Tull, and Mr Woolley as members of a City, Town or Parish Council within the District.

Mrs Duncton, Mr McAra, Mr Montyn and Mr Oakley as members of West Sussex County Council.

Mr Shaxson as a member of the South Downs National Park Authority.

Mr Barrett, Mr Myers, Mr Connor and Mr Montyn as, respectively, the Council's appointed representatives, the Council's appointed deputy representative, and West Sussex County Council's appointed representative on the Chichester Harbour Conservancy.

223 Chairman's Announcements

The Chairman announced that a workshop for members would be held before the next Council meeting (the Annual Meeting on 20 May) in order to discuss the welcome and induction arrangements after the 2015 election.

224 Public Question Time

No public questions had been submitted.

225 Chichester Local Plan

Mrs Caird (Leader of the Council), seconded by Mrs Purnell, moved the recommendations of the Cabinet. She explained that approval was being sought to submit the Local Plan: Key Policies to the Secretary of State for examination, as approved for final consultation in October 2013, together with modifications resulting from the consultations and the document '*A Balanced approach to housing provision*'.

She drew attention to huge amount of work that had gone into the creation of the Plan. It had taken 3 years to reach this stage, and officers, members and the public had all worked very hard to ensure it demonstrated effectively the Council's proposals for the future development of the district, taking into consideration the social, environmental and economic needs of the community. Members had had many opportunities to contribute to the Plan, and the Development Plan Panel had worked through it in detail on behalf of all.

There were still challenges to the soundness of the Plan, as explained in section 5 of the Cabinet report. These included recent changes to Government guidance, increases in housing need numbers, and the duty to co-operate with neighbouring councils. However, officers had built a robust case for the Plan, which she believed could be defended successfully.

Any delays in submission now would only result in the evidence becoming out dated. This would prolong the current unacceptable position where the absence of the 5 year housing land supply was creating opportunities for growth which the Council did not support. It would also delay the introduction of the Community Infrastructure Levy, depriving the council and the community of the money to provide much needed infrastructure.

At Mrs Caird's invitation, the Executive Director of Home and Communities drew attention to the collaboration between members and officers in examining the evidence and its implications and in preparing the Plan. She referred particularly to the work of the Development Plan Panel, whose meetings had been open to all members to attend.

She described in more detail some of the challenges referred to by Mrs Caird, including:-

- Changes to national planning policy and the supporting guidance (the latest of which had been published only last month).
- Enthusiasm at a local level to prepare neighbourhood plans and ensuring that the Plan was flexible enough to set a strategic steer for this whilst providing the support needed to achieve them.
- Working with other statutory bodies to ensure that the Duty to Cooperate tests were met. This had not only included adjoining local planning authorities, but also the Environment Agency, West Sussex County Council Highways and the Highways Agency, for whose efforts to overcome longstanding infrastructure constraints she was very grateful.
- Assessing the most appropriate level of growth for the area over the next 15 years in terms of jobs and new homes. This involved a great deal of community engagement.
- Overcoming long standing infrastructure problems to ensure that growth can be supported without harm or detriment to the community or the environment.
- Community engagement on implementation of the proposals, especially in the strategic locations.

When approval of the Key Policies document had been given in October 2013, authority had not been sought at that time to submit the Plan, because it was felt important that the

results of the ensuing consultation were properly considered. The consultation had attracted a high number of responses, reflecting the communities' on-going interest in the issues. A series of changes were set out in the schedule of modifications appended to the Cabinet report. However, officers did not believe that any of the consultation responses raised issues of such significance that the Plan needed to be further reviewed.

The Development Plan Panel had received regular updates on the risks relating to the Plan and how these were being managed over the period of the project. Given the challenges already referred to, further work had been done since the close of the consultation in January to understand better the chances of success. These had included a self assessment exercise, a meeting with a senior representative from the Planning Inspectorate, and consolidating the work already done with neighbouring authorities on the duty to cooperate. The document '*A Balanced Approach to Housing Provision*' had been prepared to assist the Inspector. Taking all of these actions together she was confident that the Council had done as much as possible to meet the need for growth locally whilst balancing this against the needs of the environment. She could not guarantee that the Plan would be found sound but she did not believe there would be a better time to submit it.

The current absence of a five year land supply was leading developers to apply for planning permission where they saw opportunities for growth, including applications for development of strategic sites. The submission of the Plan would not stop such applications, but the biggest risk of unacceptable development lay in delay. If approval was now given to submit the Plan, the public examination would probably take place in September, with adoption likely in December 2014.

The Planning Policy Manager then explained each recommendation in detail:-

The first recommendation related to the proposed modifications to the Local Plan. These were minor changes that had arisen out of the consultation or the correcting of minor typographical errors. None of these modifications affected the soundness of the plan.

He apologised for the need to cross reference between the proposed modifications and the pre-submission plan approved by the Council last October. However, the regulations required the Council to consult on the plan it intended to submit and then forward all consultation responses and any proposed changes directly to the Inspector.

The second recommendation related to the paper, '*A Balanced Approach to Housing Provision*'. This paper was not new evidence, but sought to pull together and signpost the existing evidence base which had informed the content of the plan. The paper sought to demonstrate that the Council had planned positively to meet identified needs as far as possible but that to increase the amount of development in the plan area would result in breaching significant environmental constraints.

The third recommendation related to the submission of the plan. This would lead to the formal public examination of the draft plan by an Inspector appointed by the Secretary of State. This was a very significant stage in the plan making process and having a plan in place would result in the Council having more control over the amount and location of development.

The fourth recommendation was to note the use of the emerging plan as a basis for decision making on planning applications. As the plan moved through the statutory

process it would gain weight. This would increase following submission of the plan, particularly where there were no objections.

The fifth recommendation was to continue to use the interim statement on Planning for Affordable Housing. This required the provision of 40% affordable housing. When the draft plan was adopted this would reduce to 30%, but this also anticipated the introduction of the Community Infrastructure Levy (CIL). As the CIL could not be collected until it had been through the statutory procedures and an examination, it was considered appropriate to continue to negotiate 40% affordable housing until the Local Plan or the CIL were adopted, whichever was the sooner.

The sixth recommendation, which arose from the Cabinet meeting on 1 April 2014, related to the proposed strategic mitigation measures that needed to be put in place, along with other Councils in close proximity to the sensitive sites in the Solent, to enable new development to comply with the Habitat Regulations.

The seventh recommendation was that the interim policy statements on Planning and Climate Change and Facilitating Appropriate Development (FAD) were no longer necessary and would be withdrawn when the plan was submitted. The increased weight of the emerging local plan meant that the policies relating to climate change in the plan could be relied upon. The FAD criteria were largely replicated in the policies in the plan and would have more weight as they had been subject to consultation. The exceptions were the criteria relating to the amount of housing on each site related to the size of settlement, and artificial subdivision. However, both of these criteria had been afforded little weight at appeal by inspectors and it was therefore considered appropriate to withdraw the interim policy statement.

The eighth recommendation was to deal with minor matters raised by the Inspector where he or she sought a view as to whether the Council would potentially agree to a change. Anything fundamental, for example to do with strategy, housing numbers or sites, would have to come back to the Council for formal determination by elected members.

Mr French expressed concern on behalf of Mr Cox, councillor for the Chichester East ward, that the Plan did not ensure timely provision of infrastructure for growth in terms of highways, sites for education and water treatment capacity. He personally considered it absurd that development at Whitehouse Farm (West of Chichester) should drain to Tangmere, when the capacity was required for housing sites to the east of the City.

In respect of Mr Cox's concerns, Mrs Caird referred to papers on the mitigation of constraints. Infrastructure limitations were recognised, but improvements would be achieved by the Community Infrastructure Levy and Section 106 Agreements. The Executive Director of Home and Communities added that the upgrade of the Tangmere Waste Water Treatment Works depended on a guaranteed number of homes to be connected to it. It was not unusual for waste water to be pumped over long distances for treatment.

Mr Shaxson supported the submission of the Local Plan without delay, commenting that Planning Policy Guidance suggested that such plans would need to be updated every five years. There was scope, therefore, to pick up emerging issues at a later date. He enquired whether the Leader was confident in being able to defend a Plan where the provision was "some 50 dwellings per annum below the lower end of the range for

Objectively Assessed Need". He also asked whether the necessary consultations under the duty to co-operate had been conducted with all neighbouring authorities.

Mrs Caird confirmed that such consultations had been carried out. Neighbouring authorities were all facing similar difficulties. She felt that the housing numbers in the Plan had been arrived at after a complex process and should be defended, as the district was a special case because of its environment and landscape.

Mr Oakley, Mr Dignum and Mr Smith also spoke in support of the submission of the Plan.

Mrs Apel commented that she had listened to and understood the arguments on the need to have the Plan adopted. However, she referred to representations by the Parklands Residents Association that had been passed on the previous evening and demonstrated widespread opposition by local residents to the proposed development at Whitehouse Farm (West of Chichester). She, accordingly, moved an amendment, that the Council recognises the representations of the Parklands Residents Association and other interested parties and:

1. does not designate the area known as Whitehouse Farm as suitable for housing development;
2. considers that this allocation does not meet the legitimate needs of the local population and will, if approved, create an unsustainable burden for future generations in the area; and
3. withdraws the draft Local Plan in order to prepare a plan that is achievable, sustainable and recognises local needs.

Anne Scicluna seconded the amendment, adding that she was concerned about the Parklands Area. She felt that existing waste water problems there were not being recognised and should be solved before other development took place.

Mr Dunn, Mr Myers, Mr Ransley, Mr Potter, Mr Jarvis and Mrs Duncton spoke against the amendment, on the grounds that the Plan was a coherent whole and should not be amended piecemeal. However, a number of them accepted that there were problems of sewage discharge in the district which needed to be dealt with, but that delaying submission of the Plan was not a means to achieve that.

On a vote being taken, the amendment was lost.

RESOLVED

- (1) That the schedule of *Proposed Modifications to the Chichester Local Plan: Key Policies Pre-submission 2014-2029* in appendix one to the Cabinet report be approved.
- (2) That the additional evidence base document *A Balanced Approach to Housing Provision* in appendix two to the Cabinet report be noted.
- (3) That the Council's *Chichester Local Plan: Key Policies Pre-submission 2014-2029* together with the schedule of proposed modifications be authorised for submission to the Secretary of State for examination.

- (4) That, following submission, the increasing use of the Council's emerging *Chichester Local Plan: Key Policies Pre-submission 2014- 2029* as the basis for decision-making on planning applications be noted.
- (5) That the continued use of the Council's *Interim Statement on Planning for Affordable Housing* be approved.
- (6) That the draft revised *Interim Policy Statement on Development and Disturbance of Birds in Special Protection Areas and Identified Compensatory Habitats* be approved.
- (7) That the *Interim Statement on Planning and Climate Change* and the *Interim Policy Statement on Housing - Facilitating Appropriate Development* be withdrawn.
- (8) That the Chief Executive in consultation with the Leader of the Council be authorised to determine minor matters arising from the Local Plan examination.

(Mrs Apel abstained on all resolutions; Mr Chaplin abstained on resolutions (1) to (3); Mrs Scicluna abstained on resolutions (4) to (8)).

[Note The meeting ended at 3.59 pm]

CHAIRMAN

Date _____

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Chichester District Council

COUNCIL:ANNUAL MEETING

20 May 2014

**Electoral Review of Chichester District
Update**

Since the meeting of the Boundary Review Panel and the writing of the Cabinet report, officers have been in touch with the Director of Reviews of the Local Government Boundary Commission for England (LGBCE).

He has stated that it is highly unlikely that the Commission would agree to commence a review of this Council before the 2015 elections, with a view to implementing any changes in 2019. This is for two reasons. First, with elections next year the political will to continue with a review could diminish. Second, by the time Commission recommendations were implemented, the electoral data would be stale.

However, for a review to take effect for the 2019 elections, we can still seek inclusion in the Commission's 2015/16 programme of reviews. The LGBCE would not actually start the review, or even the preliminary period briefings, until the Council has confirmed after the 2015 election that it still wants to go ahead. However, the LGBCE's Chairman and Director of Reviews would meet the Leader and Chief Executive, probably in the late summer/early autumn, to run through the process and a potential review timetable. The Council could then confirm after the election whether or not to continue.

This was reported to the Cabinet, who resolved as follows:-

That the Council be recommended:

- (1) To seek inclusion in the Local Government Boundary Commission for England's programme of electoral reviews, with the objective of a significant reduction in the number of councillors by the 2019 elections, subject to confirmation by the Council after the 2015 elections that it wishes the review to proceed.**
- (2) To authorise the Leader of the Council and the Chief Executive to meet representatives of the Local Government Boundary Commission for England to discuss the process and a potential review timetable.**

Agenda Item 10

Chichester District Council

COUNCIL: ANNUAL MEETING

20 May 2014

Review of Political Balance

1. Contacts

Philip Coleman, Member Services Manager,
Tel: 01243 534655 E-mail: pcoleman@chichester.gov.uk

2. Recommendation

2.1. That the review of political balance arrangements set out below be approved and Tables 2 and 3 be applied in making appointments to committees.

3. Context

3.1. The Council has a duty at its annual meeting, under Section 15 of the Local Government and Housing Act 1989, to review the representation of different political groups in line with the political balance rules set out in the Act and subordinate regulations. This provides the framework for the appointments to committees, which is the next item on the Agenda.

4. The rules and their application

4.1. The current composition of the Council is as follows:-

Conservatives	= 36 (75%)
Liberal Democrats	= 8 (16.67 %)
Independent Group	= 4 (8.33 %)

Total: 48

4.2. The rules require that the proportion of the seats political groups have of the total of the seats on the "ordinary committees" shown below is the same as the proportion of seats that they have on the whole Council.

4.3. The six ordinary Committees concerned are:

1.	Corporate Governance and Audit Committee	10 seats
2.	Planning Committee	18 seats
3.	General Licensing Committee	15 seats
4.	Investigation and Disciplinary	5 seats
5.	Appeals	5 seats
6.	Standards	<u>7 seats</u>
	Total	<u>60 seats</u>

- 4.4 Total seats due to:
the Conservatives is: $60 \times 75 \% = 45$ seats

the Liberal Democrats is: $60 \times 16.67 \% = 10$ seats

the Independent Group is: $60 \times 8.33 \% = 5$ seats

- 4.5 If these proportions are applied to individual committees, the results are as in Table 1:

Table 1: Entitlement

	Con	LD	Ind Gp
Corporate Governance & Audit Committee (10)	7 (7.50)	2 (1.67)	1 (0.83)
Planning Committee (18)	14 (13.50)	3 (3.00)	1 (<1.50)
General Licensing Committee (15)	11 (11.25)	3 (2.50)	1 (1.25)
Investigation and Disciplinary Committee (5 + 2 subs)	4 (3.75)	1 (0.83)	0 (0.42)
Appeals Committee (5 + 2 subs)	4 (3.75)	1 (0.83)	0 (0.42)
Standards Committee (7)	5 (5.25)	1 (1.17)	1 (0.58)
Total Seats	45	11	4

- 4.6 In order to achieve overall political balance, Liberal Democrat entitlement must be reduced by one from 11 to 10, and the Independent entitlement correspondingly increased from 4 to 5. The current membership of these committees is set out in Table 2 and meets the political balance requirements:-

Table 2: Current position

	Con	LD	IND
Corporate Governance & Audit Committee (10)	7	2	1
Planning Committee	14	3	1
General Licensing Committee (15)	11	2	2
Investigation and Disciplinary Committee (5+2 subs)	4	1	0
Appeals Committee (5 + 2 subs)	4	1	0
Standards (7)	5	1	1
Total Seats	45	10	5

- 4.7 The Overview and Scrutiny Committee is not included in the list above but the seats on it still need to be allocated to parties in the proportion of seats that they have on the whole Council. Liberal Democrats gain one from Conservatives

Table 3: Overview and Scrutiny Committee

	Con	LD	Ind Gp
Overview and Scrutiny (15) – entitlement	11 (11.25)	3 (2.50)	1 (1.25)
Overview and Scrutiny (15) – current	11	3	1

- 4.14 The political groups regulations do not apply at all to the Cabinet, the Alcohol and Entertainment Licensing Committee established under the Licensing Act 2003, and the Independent/Parish Remuneration Panels.

- 4.15 Generally the Council is obliged to appoint to the committees the members proposed by the respective political groups (section 16(1) of the Local Government and Housing Act 1989). However, the Council does not have to adhere to the political groups regulations if:-

- (i) a political group does not use up its allocation (regulations 13 to 15); or
- (ii) notice of alternative proposed allocations is given to all members and no member objects (Section 17 of the Local Government and Housing Act 1989 and regulation 20); or
- (iii) an area committee covers an area or population which is less than 40% of the total and the committee members are drawn from that area (regulation 16A) (This Council has no area committees).

Chichester District Council

COUNCIL: ANNUAL MEETING

20 May 2014

Appointment and Membership of Committees and their Chairmen and Vice-Chairmen

Note: The recommendations in this report on changes to Committee memberships in 2014/15 are based on information from political party group leaders at the time of going to print. Further changes may be proposed at the meeting.

(1) OVERVIEW AND SCRUTINY COMMITTEE Members (15)

Constitution: 15 Members (excluding members of the Cabinet and the Chairman of the Council) based on political proportionality.

Political Balance:

Con	LD	Ind Gp
11 (11.25)	3 (2.50)	1 (1.25)

2013/14 Membership

Chairman: Mrs C M M Apel (LD))
Vice-Chairman: Mr R J Hayes (C)

Mr A D Chaplin (LD)	Mr H C Potter (C)
Mrs P Dignum (C)	Mr F Robertson (C)
Mrs N Graves (C)	Mrs J A E Tassell (C)
Mrs E Hamilton (C)	Mr N R D Thomas (C)
Mr G H Hicks (C)	Mrs B A Tinson (C)
Mr S Lloyd-Williams (C)	Mr M Woolley (LD)
Mr G V McAra (I)	

2014/15 Membership: Recommended changes

Replace Mr F Robertson (C) with Mr P Clementson (C)

Rules on Membership of the Overview and Scrutiny Committee:-

- Not Cabinet Members (Section 21(9) Local Government Act 2000) and page 22 of Part 3 of the Constitution)
- Not Chairman of Council (pages 16 and 22 of Part 3 of the Constitution)

**(2) CORPORATE GOVERNANCE AND AUDIT COMMITTEE
Members (10)**

Constitution: 10 Members of Council including the Cabinet Member for Finance and a member of the Overview & Scrutiny Committee, and the membership to be based on political proportionality.

Political Balance:

Con	LD	Ind Gp
7 (7.50)	2 (1.67)	1 (0.83)

2013/14 membership

Chairman: Mrs P M Tull (C)
Vice-Chairman: Mr A J French (LD)

Mrs C M M Apel (LD)	Mrs P A Hardwick (C)
Mr M Bell (C)	Mr G H Hicks (C)
Mr T Dignum (C)	Mr R Marshall (C)
Mr B Finch (C)	Mr G V McAra (I)

2014/15 Membership: Recommended changes

Replace Mr G V McAra (I) with Mr J L Cherry (I)

Rules on Membership of the Corporate Governance and Audit Committee:-

- Include the Cabinet Member for Finance (page 36 of Part 3 of the Constitution)
- Include a member of Overview & Scrutiny Committee (ditto)
- Chairman shall not be a member of the Cabinet (ditto)

**(3) PLANNING COMMITTEE
Members (18)**

Constitution: 18 Members of the Council

Political Balance:

Con	LD	Ind Gp
14 (13.50)	3 (3.00)	1 (<1.50)

2013/14 membership

Chairman: Mr A R H Smith (LD)
Vice-Chairman: Mrs P A Hardwick (C)

Mr G A F Barrett (C)	Mr D J Myers (C)
Mr M J Bell (C)	Mr S J Oakley (C)
Mr Q J R Cox (LD)	Mr H C Potter (C)
Mrs J E Duncton (C)	Mr J Ridd (C)
Mr J F Elliott (C)	Mr F Robertson (C)
Mr R J Hayes (C)	Mrs J A E Tassell (C)
Mr G V McAra (IG)	Mrs P M Tull (C)
Mr J A P Montyn (C)	Mr M Woolley (LD)

2014/15 Membership: Recommended no changes

(4) ALCOHOL AND ENTERTAINMENT LICENSING COMMITTEE AND GENERAL LICENSING COMMITTEE Members (15)

Constitution: 15 Members of Council (including at least one member of the cabinet)

Political Balance (applies to General Licensing Committee only):

Con	LD	Ind Gp
11 (11.25)	3 (2.50)	1 (1.25)

2013/14 Membership

Chairman: Mr J Ridd (C)
Vice-Chairman: Mr H C Potter (C)

Mr G A F Barrett (C)	Mr G V McAra (I)
Mr P Budge (C)	Mr S J Oakley (C)
Mr S Carr (LD)	Mrs C Purnell (C)
Mr J C P Connor (C)	Anne Scicluna (LD)
Mr T M E Dunn (C)	Mrs B A Tinson (C)
Mrs N Graves (C)	Mr B J Weekes (I)
Mr J Kingston (C)	

2014/15 Membership: Recommended no changes

Rules on Membership of the Alcohol and Entertainment Licensing Committee:-

- The membership must be from 10 to a maximum of 15 (Section 6 of the Licensing Act 2003).

- Political Groups Regulations do not apply as the Committee deals only with licences under the Licensing Act 2003

**(5) INVESTIGATION AND DISCIPLINARY COMMITTEE
Members (5 plus 2 subs.)**

Constitution: 5 members of Council, including at least 1 member of the Cabinet. 2 substitute members of Council. The membership to be politically balanced.

Political Balance:

Con	LD	Ind Gp
4 (3.75)	1 (0.83)	0 (0.42)

2013/14 membership

Mr A D Chaplin (LD)	Mr G Hicks (C)
Mr T M E Dunn (C)	Mr J Ransley (C)
Mrs P A Hardwick (C)	
<i>Substitutes</i>	
<i>Mr A J French (LD)</i>	<i>Mr J Kingston (C)</i>

2014/15 Membership: Recommended no changes

**(6) APPEALS COMMITTEE
Members (5 plus 2 subs.)**

Constitution: 5 members of Council, including at least 1 member of the Cabinet. 2 substitute members of Council. No member of the Investigation and Disciplinary Committee shall be a member of the Appeals Committee. The membership to be politically balanced.

Political Balance:

Con	LD	Ind Gp
4 (3.75)	1 (0.83)	0 (0.42)

2013/14 membership

Mrs H P Caird (C)	Mrs P M Tull (C)
Mrs P Dignum (C)	Mr M Woolley (LD)
Mrs J E Duncton (C)	
<i>Substitutes</i>	
<i>Mr J C P Connor (C)</i>	<i>Mr A R H Smith (LD)</i>

2014/15 Membership: Recommended no changes

**(7) STANDARDS COMMITTEE
Members (7)**

Constitution: 7 members of Council, plus 3 non-voting co-opted parish councillors.
The membership to be politically balanced.

Political Balance:

Con	LD	Ind Gp
5 (5.25)	1 (1.17)	1 (0.58)

2013/14 membership

Chairman: Mrs P A Hardwick (C)
Vice-Chairman: Mr M Woolley (LD)

Mr T M E Dunn (C)
Mrs E P Lintill (C)
Mr D J Myers (C)

Mr A M Shaxson (I)
Mrs J A E Tassell (C)

2014/15 Membership: Recommended no changes

Agenda Item 12

Chichester District Council

COUNCIL: ANNUAL MEETING

20 May 2014

Appointments to Outside Organisations

1. Contacts

Heather Caird, Leader of the Council,
Tel: 01243 811667 E-mail: hcaird@chichester.gov.uk

Diane Shepherd, Chief Executive
Tel: 01243 534511 Email: dshepherd@chichester.gov.uk

2. Recommendation

- 2.1 That the Council appoint Members to serve on outside organisations for 2014-2015 and longer term appointments/nominations as set out in the tables in the report.**

3. Main Report

- 3.1 Most appointments to outside organisations are made by the Cabinet as the terms of reference for the Cabinet include the authority “to appoint or nominate persons to outside organisations which relate to functions of the Cabinet.” However, the appointment of Members to other organisations not relating to the functions of the Cabinet is reserved to Full Council.
- 3.2 The Council has been invited to make a nomination to the West Sussex Pensions Panel. The West Sussex Pension Fund is administered by the County Council acting on behalf of all employers who are contributors to the scheme. The fund and its investment strategy are overseen by the Pensions Panel which comprises elected members of the County Council and representatives of other employer groups. The West Sussex Districts and Boroughs have one member on the Panel. The current representative has reached the end of the current term of office and a fresh election process is needed to fill the position. Each District and Borough has been asked to nominate one of their elected members to stand in the election. The nominee receiving the most votes will be appointed for a period of three years.
- 3.3 Set out below are details of the organisations and the number of representatives to be appointed. The council also makes appointments to the following organisations included in the table, but these appointments are not due for renewal this year: Bourne Community College Governing Body, Bourne Trust Board, Chichester College Board of Governors (not due for renewal until 2017) and South Downs National Park (not due for renewal until 2015).

Annual Appointments 2014-2015

Organisation	Nomination
1. Chichester Conservation Area Advisory Committee (2)	Myles Cullen (C) Quentin Cox (LD)
2. Portsmouth Water Customer Forum (1)	Simon Oakley (C)
3. Sussex Police and Crime Panel (1)	Eileen Lintill (C) <i>Deputy: Tony Dignum (C)</i>
4. Western Sussex Hospitals NHS Trust Council of Governors (1)	Bob Hayes (C)
5. West Sussex Health and Adult Social Care Committee (1)	Pam Dignum (C)

Longer Term Appointments/ Nomination

Organisation	Nomination	Expiry of Period of Office
Chichester Harbour Conservancy (2 plus deputy)	Graeme Barrett (C) David Myers (C) <i>John Connor - Deputy</i>	(4 year appointment until 2014)
West Sussex Pensions Panel	Andrew Smith (LD)	(3 year appointment until 2017)

4. Background Papers

None.

5. Appendices

None.