

JOHN WARD
Director of Corporate Services

Contact: Graham Thrussell on 01243 534653
Email: gthrussell@chichester.gov.uk

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



Notice of Meeting

To All Members of Chichester District Council

You are hereby summoned to attend a meeting of **THE COUNCIL** in the Council Chamber East Pallant House East Pallant Chichester West Sussex PO19 1TY on **Tuesday 20 November 2018** at **14:00** for the transaction of the business set out in the agenda below

A handwritten signature in black ink, appearing to read 'DS' followed by a long horizontal stroke.

DIANE SHEPHERD
Chief Executive

Monday 12 November 2018

NOTES

(1) The Council meeting will be preceded by the following arrangements for members:

- **11:45** Open Forum
- **12:30** Lunch
- **13:00** Road Space Audit Member Briefing
- **13:45** Intermission

(2) Members are requested to bring with them to this meeting their copies of (a) the agendas and agenda supplements for the Cabinet's ordinary meetings on Tuesday 2 October 2018 and Tuesday 6 November 2018; (b) the agenda for the Cabinet's special meeting on Wednesday 14 November 2018; and (c) the confidential agenda for the Development Plan and Infrastructure Panel's meeting on Thursday 1 November 2018, which contains the documents in the agenda supplement for the Cabinet's aforesaid special meeting. The papers for (a) and (b) may also be viewed in the committee papers section of Chichester District Council's website and exempt material for the Cabinet meetings and the Development Plan and Infrastructure Panel meeting on the extranet via logging into Modern.Gov.

AGENDA

PRELIMINARY MATTERS

1 **Approval of Minutes** (pages 1 to 13)

After an initial welcome and the reading of the emergency evacuation procedure by the chairman, the Council will be asked to approve as a correct record the minutes of the meeting on Tuesday 25 September 2018, a copy of which is circulated with this agenda.

2 **Urgent Items**

The Chairman will announce any late items which are to be dealt with under agenda item 16 (Late Items).

3 **Declarations of Interests**

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

4 **Chairman's Announcements**

Apologies for absence will be notified at this point.

The chairman will make any specific announcements.

5 **Public Question Time**

In accordance with Chichester District Council's public questions scheme and with reference to standing order 6 in Part 4 A and section 5.6 in Part 5 of the Chichester District Council *Constitution*, consideration will be given at this point in the meeting to questions which have been submitted by members of the public in writing by 12:00 on the previous working day. The time allocated for public question time is subject to the chairman's discretion to extend the period for each member of the public (five minutes) or the total time for public questions (15 minutes).

RECOMMENDATIONS BY THE CABINET

The Council is requested to consider the following recommendations in agenda items 6 to 13 inclusive, which were either made by the Cabinet at its ordinary meetings on Tuesday 2 October 2018 and Tuesday 6 November 2018 (items 6 to 11 inclusive) or which are anticipated to be made at its special meeting on Wednesday 14 November 2018 (items 12 and 13).

A - TUESDAY 2 OCTOBER 2018

6 Allocation of Affordable Housing Commuted Sums

The material relevant to this item is the report on pages 25 to 27 of the agenda considered by the Cabinet at its meeting on Tuesday 2 October 2018.

RECOMMENDATION TO THE COUNCIL

That the allocation of £165,000 commuted sum monies to Windsor and District Housing Association Ltd (Radian) to fund the delivery of eight additional affordable units at Flat Farm Hambrook be approved.

7 Chichester BID Alteration Ballot

The material relevant to this item is the report on pages 29 to 32 of the agenda considered by the Cabinet at its meeting on Tuesday 2 October 2018.

RECOMMENDATION TO THE COUNCIL

That authority be delegated to the Deputy Leader to vote in accordance with Cabinet's decision in relation to the Alteration Ballot.

8 Tower Street Chichester Public Conveniences Refurbishment

The material relevant to this item is the report on pages 33 to 35 of the agenda and pages 1 to 7 of the agenda supplement considered by the Cabinet at its meeting on Tuesday 2 October 2018.

RECOMMENDATION TO THE COUNCIL

That an additional budget allocation of £65,000 from Reserves to supplement the existing Asset Replacement Programme budget of £80,000 for the project be approved.

B - TUESDAY 6 NOVEMBER 2018

9 Absence Management Policy

The material relevant to this item is the report on pages 17 to 18 in the agenda and pages 1 to 17 of the agenda supplement considered by the Cabinet at its meeting on Tuesday 6 November 2018.

RECOMMENDATION TO THE COUNCIL

That the revised Absence Management Policy be approved.

10 Determination of the Council Tax Reduction Scheme for 2019-2020

The material relevant to this item is the report on pages 19 to 23 in the agenda and its three appendices on pages 19 to 77 of the agenda supplement considered by the Cabinet at its meeting on Tuesday 6 November 2018.

RECOMMENDATION TO THE COUNCIL

That the Council Tax Reduction Scheme for 2019-2020 be approved.

11 Non-Domestic Rates Discretionary Scheme 2017-2021

The material relevant to this item is the report on pages 25 to 28 in the agenda and its appendix on pages 79 to 83 of the agenda supplement considered by the Cabinet at its meeting on Tuesday 6 November 2018.

RECOMMENDATION TO THE COUNCIL

That the amended Non-Domestic Rate Discretionary Scheme for 2017-2021 be approved.

C - WEDNESDAY 14 NOVEMBER 2018

As stated above the Council is requested to consider the following recommendations in agenda items 12 and 13 which it is anticipated will be made by the Cabinet at its special meeting on Wednesday 14 November 2018.

12 Chichester Local Plan Review: Preferred Approach - Consultation

The material relevant to this item is the report and update sheet on pages 1 to 18 in the agenda and its four appendices on pages 1 to 274 of the agenda supplement which are to be considered by the Cabinet at its special meeting on Wednesday 14 November 2018.

Chichester District Council members have not been issued with a hard copy of the agenda supplement since its contents were circulated to them in the confidential agenda for the meeting of the Development Plan and Infrastructure Panel on Thursday 1 November 2018. They are requested to bring those confidential agenda papers with them to this meeting.

Having regard to para 2.1 of the agenda report but subject to the outcome of the Cabinet's special meeting, it is anticipated that the Council will be asked to approve the following recommendation:

RECOMMENDATION TO THE COUNCIL

- (1) That the Local Plan Review: Preferred Approach document (attached as appendix 2 to the cabinet agenda report) and the schedule of proposed changes to the policies map (attached as appendix 3) be approved for an eight-week consultation from 13 December 2018 to 7 February 2019.
- (2) That the Director for Planning and the Environment be authorised, following consultation with the Cabinet Member for Planning Services, to make minor amendments to the consultation documents prior to their publication.

13 Revised Local Development Scheme 2018-2021

The material relevant to this item is the report on pages 19 to 22 in the agenda and

its appendix on pages 275 to 289 of the agenda supplement which are to be considered by the Cabinet at its special meeting on Wednesday 14 November 2018.

Chichester District Council members have not been issued with a hard copy of the agenda supplement since its contents were circulated to them in the confidential agenda for the meeting of the Development Plan and Infrastructure Panel on Thursday 1 November 2018. They are requested to bring those confidential agenda papers with them to this meeting.

Having regard to para 2.1 of the agenda report but subject to the outcome of the Cabinet's special meeting, it is anticipated that the Council will be asked to approve the following recommendation:

RECOMMENDATION TO THE COUNCIL

That the Cabinet recommends to the Council that it approves the revised Local Development Scheme 2018-2021.

RECOMMENDATIONS BY COMMITTEES AND PANELS

NONE

QUESTIONS TO THE EXECUTIVE

14 Questions to the Executive

[**Note** In accordance with standing order 14.11 of Chichester District Council's *Constitution*, this item is allocated a maximum duration of 40 minutes]

OTHER REPORTS

15 Committee Calendar of Meetings - May 2019 to May 2020 (pages 15 to 21)

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

RESOLVED

That the committee calendar of meetings for May 2019 to May 2020 be approved.

FINAL MATTERS

16 Late Items

(a) Items added to the agenda papers and made available for public inspection.

(b) Items which the chairman has agreed should be taken as matters of

urgency by reason of special circumstances to be reported at the meeting and recorded in the minutes.

17 Exclusion of the Press and Public

The Council is asked in respect of agenda item 18 (Transfer of Service) to make a resolution that the public including the press should be excluded from the meeting on the following grounds of exemption in Part I of Schedule 12A to the Local Government Act 1972 namely Paragraphs 1 (information relating to any individual) and 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.

18 Transfer of Service

The material relevant to this item is the confidential exempt report* on salmon-coloured paper for members and relevant officers only within the Cabinet agenda papers for the meeting on Tuesday 6 November 2018 (pages 41 to 45)

RECOMMENDATION TO THE COUNCIL

- (1) That the transfer of the service as outlined in section 5 of the report be approved.
- (2) That the Director of Residents Services be given delegated authority to conclude the final details of the transfer, including the capital receipt and the timing of the transfer, after consultation with the Cabinet Member for Community Services.

*[**Note** The ground for excluding the public and press during this item is that it is likely that there would be a disclosure to them of 'exempt information' of the description specified in Paragraphs 1 (information relating to any individual) and 3 (information relating to the financial or business affairs of any particular person (including the authority holding that information)) of Part I of Schedule 12A to the Local Government Act 1972]

NOTES

- (1) The press and public may be excluded from the meeting during any item of business wherever it is likely that there would be disclosure of 'exempt information' as defined in section 100A of and Schedule 12A to the Local Government Act 1972.
- (2) The open proceedings of this meeting will be audio recorded and the recording will be retained in accordance with the council's information and data policies. If a member of the public enters the committee room or makes a representation to the meeting, they will be deemed to have consented to being audio recorded. If members of the public have any queries regarding the audio recording of this meeting, please liaise with the contact for this meeting at the front of this agenda.

(3) Subject to the provisions allowing the exclusion of the press and public, the photographing, filming or recording of this meeting from the public seating area is permitted. To assist with the management of the meeting, anyone wishing to do this is asked to inform the chairman of the meeting of their intention before the meeting starts. The use of mobile devices for access to social media is permitted, but these should be switched to silent for the duration of the meeting. Those undertaking such activities must do so discreetly and not disrupt the meeting, for example by oral commentary, excessive noise, distracting movement or flash photography. Filming of children, vulnerable adults or members of the audience who object should be avoided.

MEMBERS

| | |
|----------------|---------------------|
| Mrs C Apel | Mrs J Kilby |
| Mr G Barrett | Mrs E Lintill |
| Mr R Barrow | Mr S Lloyd-Williams |
| Mr J Brown | Mr L Macey |
| Mr P Budge | Mr K Martin |
| Mr A Collins | Mr G McAra |
| Mr J Connor | Mr S Morley |
| Mr T Dempster | Mr A G F Moss |
| Mr A Dignum | Caroline Neville |
| Mrs P Dignum | Mr S Oakley |
| Mrs J Duncton | Mr C Page |
| Mr M Dunn | Mrs P Plant |
| Mr J F Elliott | Mr R Plowman |
| Mr J W Elliott | Mr H Potter |
| Mr N Galloway | Mrs C Purnell |
| Mrs N Graves | Mr J Ransley |
| Mr M Hall | Mr J Ridd |
| Mrs E Hamilton | Mr A Shaxson |
| Mrs P Hardwick | Mrs J Tassell |
| Mr R Hayes | Mrs S Taylor |
| Mr G Hicks | Mr N Thomas |
| Mr L Hixson | Mrs P Tull |
| Mr F Hobbs | Mr D Wakeham |
| Dr K O'Kelly | Mr P Wilding |