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A meeting of the **Cabinet** will be held in Committee Room 2 - East Pallant House on **Tuesday 7 January 2020 at 9.30 am**

MEMBERS: Mrs E Lintill (Chairman), Mrs S Taylor (Vice-Chairman), Mr M Bell, Mr R Briscoe, Mrs N Graves, Mrs P Plant and Mr P Wilding

AGENDA

1 **Chairman's Announcements**

The Chairman will make any specific announcements for this meeting and advise of any late items which due to special circumstances will be given urgent consideration under Late Items.

2 **Approval of Minutes** (Pages 1 - 16)

The Cabinet is requested to approve as a correct record the minutes of its meeting on Tuesday 3 December 2019.

3 **Declarations of Interests**

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

4 **Public Question Time**

In accordance with Chichester District Council's scheme for public question time as amended by Full Council on 24 September 2019 the Cabinet will receive any questions which have been submitted by members of the public in writing by noon two working days before the meeting. Each questioner will be given up to three minutes to ask their question. The total time allocated for public question time is 15 minutes subject to the Chairman's discretion to extend that period.

RECOMMENDATIONS TO COUNCIL

5 **Climate Emergency Initial Action Plan** (Pages 17 - 33)

The Cabinet is requested to consider the agenda report and its appendices and make the following resolution and recommendation to Council:

1. That the Climate Emergency Initial Action Plan, as presented in Appendix 1, is approved.
2. That Cabinet recommends to Council that a Climate Emergency officer post at a total cost of £120,000, plus an operational budget of £30,000, is funded from reserves for 2 years (full time) to support delivery of the Action Plan.

KEY DECISION

6 Rumbolds Hill, Midhurst Air Quality Management Area (Pages 35 - 47)

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

1. That Cabinet note the responses to the proposed Rumbolds Hill, Midhurst, Air Quality Management Area public consultation exercise.
2. That Cabinet note the authority delegated to the Director of Planning and the Environment in consultation with the Director of Housing and Communities to make and seal an Air Quality Management Area Order at Rumbolds Hill, Midhurst as shown at Appendix 1 of this report and to commence preparation of an Air Quality Action Plan.

OTHER DECISIONS

7 Allocation to Panels

Following the recent Loxwood By-Election the Cabinet is requested to appoint Cllr Janet Duncton to the Development Plan and Infrastructure Panel.

8 Off-Street Parking Proposals Response to Consultation (Pages 49 - 73)

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

1. That Cabinet approves the increase in car parking charges as set out in sections 5.1 to 5.3 of this report.
2. That Cabinet approves the consolidation to the Parking Order as set out in section 5.4 of this report.
3. That the Director of Growth and Place be authorised to give appropriate notice of any revised charges or changes as set out within this report pursuant to the Off-street Parking Places (Consolidation) Order 2018 and the Road Traffic Act 1984.

9 Revised Fees and Charges 2020 for the Animal Welfare Licensing Regime (Pages 75 - 79)

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

That Cabinet recommends the revised Animal Licensing fees and charges for 2020 as set out in the appendix to this report, for consideration by the General Licensing Committee.

10 **South Downs National Park Authority Extension to Development Management Agency Agreement** (Pages 81 - 90)

The Cabinet is requested to consider the agenda report and its exempt appendices and make the following resolution:

That Cabinet approves an extension of the current Agreement with the South Downs National Park Authority (SDNPA) under section 101 of the Local Government Act 1972 to enable the Council to continue to provide a development management service to the SDNPA for a further two years to 30 September 2022 on the basis of the previously agreed terms of the Section 101 Agreement including the Service Level Agreement and related Protocols.

11 **Strategic Wildlife Corridors Project** (Pages 91 - 102)

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

1. That Cabinet approve the submission of an application to the National Heritage Lottery Fund for the funding of a 5-year Strategic Wildlife Corridors Project.
2. That Cabinet approve the annual contribution of £10,000 from reserves for 5-years as match funding towards the project and to allow the continued funding of the Council's Community Wildlife Officer Post.

12 **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.

13 **Exclusion of the Press and Public**

There are no restricted items for consideration at this meeting.

Please note for members and senior officers the agenda papers contain exempt appendix 1 and appendix 2 for agenda item 10 *South Downs National Park Authority Extension to Development Management Agency Agreement* (these documents are printed on salmon paper).

NOTES

- (1) The press and public may be excluded from the meeting during any item of business wherever it is likely that there would be disclosure of 'exempt information' as defined in section 100A of and Schedule 12A to the Local Government Act 1972.
- (2) The press and public may view the report appendices which are not included with their copy of the agenda on the Council's website at [Chichester District Council - Minutes, agendas and reports](#) unless they contain exempt information.
- (3) Subject to the provisions allowing the exclusion of the press and public, the photographing, filming or recording of this meeting from the public seating area is permitted. To assist with the management of the meeting, anyone wishing to do this is asked to inform the chairman of the meeting of their intentions before the meeting starts. The use of mobile devices for access to social media is permitted, but these should be switched to silent for the duration of the meeting. Those undertaking such activities must do so discreetly and not disrupt the meeting, for example by oral commentary, excessive noise, distracting movement or flash photography. Filming of children, vulnerable adults or members of the audience who object should be avoided. [Standing Order 11.3 of Chichester District Council's Constitution]
- (4) A key decision means an executive decision which is likely to:
 - result in Chichester District Council (CDC) incurring expenditure which is, or the making of savings which are, significant having regard to the CDC's budget for the service or function to which the decision relates or
 - be significant in terms of its effect on communities living or working in an area comprising one or more wards in the CDC's area or
 - incur expenditure, generate income, or produce savings greater than £100,000

NON-CABINET MEMBER COUNCILLORS SPEAKING AT THE CABINET

Standing Order 22.3 of Chichester District Council's Constitution provides that members of the Council may, with the Chairman's consent, speak at a committee meeting of which they are not a member, or temporarily sit and speak at the committee table on a particular item but shall then return to the public seating area.

The Leader of the Council intends to apply this standing order at Cabinet meetings by requesting that members should *normally* seek the Chairman's consent in writing by email in advance of the meeting. They should do this by noon on the Friday before the Cabinet meeting, outlining the substance of the matter that they wish to raise. The word normally is emphasised because there may be unforeseen circumstances where a member can assist the conduct of business by his or her contribution and where the Chairman would therefore retain their discretion to allow the contribution without the aforesaid notice.