

**JOHN WARD**  
Director of Corporate Services

Contact: Lisa Higenbottam on 01243 534684  
Email: lhigenbottam@chichester.gov.uk

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



A meeting of the **Cabinet** will be held in Virtual on **Tuesday 4 May 2021** at **9.30 am**

**MEMBERS:** Mrs E Lintill (Chairman), Mrs S Taylor (Vice-Chairman), Mr R Briscoe, Mr A Dignum, Mrs P Plant, Mr A Sutton and Mr P Wilding

## AGENDA

- 1 **Chair's Announcements**  
The Chair 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**  
The Cabinet is requested to approve as a correct record the minutes of its meeting on Tuesday 6 April 2021.
- 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

None.

## KEY DECISIONS

- 5 **Draft revised Air Quality Action Plan (Pages 1 - 64)**  
The Cabinet is requested to consider the report and its appendix and make the following resolution:

That the revised Air Quality Action Plan be approved for public consultation.

6 **Review of the Allocation Scheme for Social and Affordable Housing** (Pages 65 - 101)

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

1. That the Allocation Scheme for Social and Affordable Housing as set out in Appendix 2 be approved.
2. That the Cabinet authorises the Director for Housing and Communities, following consultation with the Cabinet Member for Housing, to make minor changes to the scheme in response to statutory requirements or as otherwise required to maintain operational effectiveness.
3. That Officers undertake a further review of the Rural Parish Connection and bring forward proposals for further changes if considered necessary.

7 **Westbourne Neighbourhood Plan Decision Statement** (Pages 103 - 128)

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

1. That the Decision Statement as set out in the appendix be published.
2. To approve the examiner's recommendation that the Neighbourhood Development Plan proceed to referendum, subject to modifications as set out in the Decision Statement.

### **OTHER DECISIONS**

8 **Urgent Decision Notice** (Pages 129 - 130)

The Cabinet is requested to note the Urgent Decision Notice relating to the Welcome Back Fund.

9 **Late Items**

- a) Items added to the agenda papers and made available for public inspection
- b) Items which the Chair has agreed should be taken as matters of urgency by reason of special circumstances to be reported at the meeting

10 **Exclusion of the Press and Public**

The Cabinet is asked to consider in respect of agenda item 11 whether the public including the press should be excluded from the meeting on the following ground of exemption in 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.

**[Note** The report and its appendices within this part of the agenda are attached for members of the Council and relevant only (printed on salmon paper)]

- 11 **Recommendations from the Overview and Scrutiny Committee** (Page 131)  
The Cabinet is requested to consider and provide comment on the Overview and Scrutiny Committee recommendations relating to Southern Gateway.

### 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) 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.