

# Public Document Pack

**JOHN WARD**  
Director of Corporate Services

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## Notice of Meeting

### To All Members of Chichester District Council

You are hereby summoned to attend a meeting of **THE COUNCIL** which will be held in **Committee Rooms - East Pallant House** on **Tuesday 23 November 2021** at **2.00 pm** for the transaction of the business set out in the agenda below.

A handwritten signature in black ink, appearing to read 'Diane Shepherd'.

**DIANE SHEPHERD**  
Chief Executive

11 November 2021

### NOTES

**Prior to the meeting members will have the opportunity to attend Ask SLT from 12.45pm - 1.30pm. Please note this is for members only and will be followed by a break at 1.30pm - 2.00pm.**

### AGENDA

- 1 **Minutes** (Pages 1 - 10)  
The Council is requested to approve as a correct record the minutes of the meeting held on 21 September 2021.
- 2 **Urgent Items**  
The Chair will announce any urgent items which due to special circumstances are to be dealt with under Late Items.
- 3 **Declarations of Interests**  
Members and officers are reminded to make any declarations of disclosable pecuniary, personal and/or prejudicial interests they may have in respect of matters on the agenda for this meeting.
- 4 **Chair's Announcements**  
Apologies for absence will be notified at this point.  
  
The Chair will make any specific announcements.
- 5 **Public Question Time**  
In accordance with Chichester District Council's scheme for public question time the Council 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 Chair's discretion to extend that period.

## RECOMMENDATIONS BY THE CABINET

To consider the following recommendations of the Cabinet requiring the approval of the Council.

6 **Adoption of Gambling Act 2005 Statement of Policy review and Adoption of Licensing Act 2003 Statement of Licensing Policy**

The report can be found on pages 7-85 of the Cabinet agenda for 3 November 2021.

The Cabinet made the following recommendation to Full Council:

That the Statement of Licensing Policy 2022-2027 (Licensing Act 2003) at Appendix 1, and the Statement of Policy 2022-2025 (Gambling Act 2005) at Appendix 2, be approved for adoption and publication.

7 **Council Tax Review of Locally Defined Discounts and Premiums**

The report can be found on pages 9-14 of the Cabinet agenda for 5 October 2021.

The Cabinet made the following recommendation to Full Council:

That the Council Tax Discounts and Premiums proposed in the Appendix to the agenda report be applied for the 2022-2023 financial year.

8 **Financial Strategy and Plan 2022-23**

The report can be found on pages 87-113 of the Cabinet agenda for 2 November 2021.

The Cabinet made the following recommendations to Full Council:

- a) The key financial principles and actions set out in appendix 1 of the 5 year Financial Strategy report be approved.
- b) That having considered the recommendations of the Corporate Governance and Audit Committee, the Minimum Level of Reserves remains set at £4m.
- c) That the current 5 year Financial Model detailed in appendix 2 (Part 2) and the Resources Statement in appendix 3 to the Financial Strategy report be noted.

9 **Funding for Voluntary Action Arun and Chichester**

The report can be found on pages 87-113 of the Cabinet agenda for 2 November 2021.

The Cabinet made the following recommendation to Full Council:

The agreed continuation of funding to Voluntary Action Arun and Chichester for the provision of infrastructure support to the voluntary and community groups and charities in Chichester District as set out in para 5.2 of the report.

10 **Release of funds from the Community Infrastructure Levy to Chichester District Council Environment Team to fund Project IBP/842 Strategic Wildlife Corridors**

The report can be found on pages 15-21 of the Cabinet agenda for 5 October 2021.

The Cabinet made the following recommendation to Full Council:

The approval of the release of £575,000 from the Community Infrastructure Levy to Chichester District Council's Environment Team to cover most of the costs of funding Infrastructure Business Plan Project 842 Strategic Wildlife Corridors.

## RECOMMENDATIONS BY COMMITTEES

None.

## MOTIONS PROPOSED IN ADVANCE BY MEMBERS

- 11 **Motion from Cllr Moss** (Page 11)  
Having complied with the Motions Procedure as set out in the council's Constitution the motion attached will be proposed by Cllr Moss and if duly seconded it will then be discussed at this meeting.
- 12 **Motion from Cllr Brown** (Page 13)  
Having complied with the Motions Procedure as set out in the council's Constitution the motion attached will be proposed by Cllr Brown and if duly seconded it will then be discussed at this meeting.

## OTHER REPORTS

- 13 **Committee Calendar of Meetings May 2022 - May 2023** (Pages 15 - 19)  
The Council is requested to consider the report and its appendix and make the following resolution:  
  
That Full Council approves the committee calendar of meetings for May 2022 to May 2023 as detailed in the appendix.
- 14 **Questions to the Executive**  
Members are invited to ask a question of a member of the Executive (maximum of 40 minutes duration).
- 15 **Late Items**  
To consider any late items as follows:  
  
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.
- 16 **Exclusion of the press and public**  
The Council is asked to consider in respect of agenda item 15 whether the public, including the press, should be excluded from the meeting on the grounds of exemption under Parts I to 7 of Schedule 12A of the Local Government Act 1972, as indicated against the item 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. **The reports dealt with under this part of the agenda are attached for members of the Council and senior officers only (salmon paper).**
- 17 **Westgate Decarbonisation Project**  
Following the decision from Cabinet to select the preferred contractor for the Westgate Decarbonisation project, Council are asked to approve the release of the remaining Public Sector Decarbonisation Scheme funds held by the Council, noting the risks identified in the report regarding the timetable for completion and subsequent funding requirements for the project. Report to follow.

## 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 Democratic Services 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. Subject to Covid-19 Risk Assessments members of the public are advised of the following:
  - a. Where public meetings are being held at East Pallant House in order to best manage the space available members of the public are in the first instance asked to listen to the meeting online via the council's committee pages.
  - b. Where a member of the public has registered a question or statement they will be invited to ask their question but will be asked to sit in an allocated seat in the public gallery.
  - c. It is recommended that all those attending take a lateral flow test prior to the meeting.
  - d. All those attending the meeting will be required to wear face coverings and maintain social distancing when in the building/meeting room.
  - e. Members of the public must not attend any face to face meeting if they or a member of their household have Covid-19 symptoms and/or are required to self-isolate.

**Please note that the council is following Government guidelines which may be subject to change prior to the meeting taking place. The webpage will be updated accordingly.**

## **MEMBERS**

Mrs E Hamilton  
Mr H Potter  
Mrs C Apel  
Mrs T Bangert  
Mr G Barrett  
Miss H Barrie  
Mr M Bell  
Rev J H Bowden  
Mr B Brisbane  
Mr R Briscoe

Mrs D Johnson  
Mr T Johnson  
Mrs E Lintill  
Mrs S Lishman  
Mr G McAra  
Mr A Moss  
Mr S Oakley  
Dr K O'Kelly  
Mr C Page  
Mr D Palmer

Mr J Brown  
Mr A Dignum  
Mrs J Duncton  
Mr J Elliott  
Mr G Evans  
Mrs J Fowler  
Mrs N Graves  
Mr F Hobbs

Mrs P Plant  
Mr R Plowman  
Mrs C Purnell  
Mr D Rodgers  
Mrs S Sharp  
Mr A Sutton  
Mrs S Taylor  
Mr P Wilding

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# Public Document Pack Agenda Item 1



Minutes of the meeting of the **Council** held in Committee Rooms - East Pallant House on Tuesday 21 September 2021 at 2.00 pm

**Members Present:** Mrs E Hamilton (Chairman), Mr H Potter (Vice-Chairman), Mrs C Apel, Mrs T Bangert, Mr G Barrett, Miss H Barrie, Mr M Bell, Mr B Brisbane, Mr R Briscoe, Mr A Dignum, Mrs J Duncton, Mr J Elliott, Mr G Evans, Mrs J Fowler, Mrs N Graves, Mr F Hobbs, Mrs D Johnson, Mr T Johnson, Mrs E Lintill, Mr G McAra, Mr A Moss, Mr S Oakley, Dr K O'Kelly, Mr C Page, Mr D Palmer, Mrs P Plant, Mr R Plowman, Mrs C Purnell, Mr D Rodgers, Mrs S Sharp, Mr A Sutton, Mrs S Taylor and Mr P Wilding

**Members not present:** Rev J H Bowden, Mr J Brown and Mrs S Lishman

**Officers present all items:** Mr N Bennett (Divisional Manager for Democratic Services), Ms P Bushby (Divisional Manager for Communities), Mr A Frost (Director of Planning and Environment), Mrs L Grange (Divisional Manager for Housing), Miss L Higenbottam (Democratic Services Manager), Mr D Hyland (Community and Partnerships Support Manager), Mrs D Shepherd (Chief Executive) and Mr J Ward (Director of Corporate Services)

## 42 Minutes

Cllr Brisbane wished to have it noted that he had asked a question regarding unauthorised encampments. Mr Bennett clarified that the 20 July 2021 Full Council meeting had been formally closed at the time however a note would be made in the minutes of this meeting to acknowledge the discussion.

### RESOLVED

1. That the minutes of the Full Council meeting held on 20 July 2021 be approved.
2. That the minutes of the All Member Session held on 29 July 2021 be approved.

## 43 Urgent Items

There were no urgent items.

## 44 Declarations of Interests

Declarations of interest were declared as follows:

- Item 6 – Cllr Duncton declared a personal interest as a member of West Sussex County Council

- Item 6 – Cllr Donna Johnson declared a personal interest as a member of West Sussex County Council
- Item 6 – Cllr Oakley declared a personal interest as a member of West Sussex County Council
- Item 6 – Cllr O’Kelly declared a personal interest as a member of West Sussex County Council
- Item 6 – Cllr Sharp declared a personal interest as a member of West Sussex County Council
- Item 8 – Cllr Briscoe declared a prejudicial interest as a member of Westbourne Parish Council and agreed not to speak or vote on the item
- Item 9 – Cllr Plowman declared a personal interest at the Chairman of the Priory Park Society
- Item 11 – Cllr Oakley declared a personal interest as a member of West Sussex County Council

#### 45 **Chair's Announcements**

Apologies were received from Cllr Bowden, Cllr Brown and Cllr Lishman.

The Chair welcomed Carley Lavender, the new Democratic Services Officer to the meeting.

The Chair announced that she had recently received a letter from the hospital to confirm that she is clear of cancer. Those present gave a round of applause.

#### 46 **Public Question Time**

The Chair explained that a member of the public, a local resident submitted a long and technical question which they indicated they would prefer to be addressed by a written response. The question and its response have therefore been included in the minutes for this meeting but at the request of the questioner and with the approval of the Chair the question was not read out.

The question and answer were as follows:

##### **Question from James Rank:**

Dear Chair

The public have been told 'the Chichester Local Plan is unlikely to meet the full housing targets set by the Government due to a lack of external funding for infrastructure improvements', specifically 'improvements to the A27 Chichester Bypass, including the Stockbridge Link Road.'

In 2018 The Government consulted on the creation of the Major Roads Network with a view to a specific new funding stream dedicated to improvements on MRN roads.(1).

The objectives of this funding were to 'reduce congestion', support economic growth', 'support the Strategic Road Network' and 'support housing delivery' (2).

For roads to qualify for MRN funding certain criteria needed to be met. The A286 South of Chichester was included in the DfT MRN Consultation (3) and recommended for inclusion

in funding which would include major road enhancements such as 'structural renewals' and 'missing links'.

Given the SLR appears to already meet the criteria for MRN funding, given the recommended DfT funding contribution for MRN projects of £20m-£50m would appear to equal the shortfall in funding identified by CDC for infrastructure improvements, and given the Planning Inspector needs to see that this Council has investigated every single option (4) then my questions are (a) can The Leader confirm whether an application for MRN funding has been made to the DfT (5) and if not, what were the reasons? and (b) would the Council consider working with WSCC and the MP to ensure the A286 South of Chichester is included at the 5-yearly review of qualifying MRN roads and a future application for funding made?

(1) <https://www.gov.uk/government/publications/major-road-network-and-large-local-majors-programmes-investment-planning/major-road-network-and-large-local-majors-programmes-investment-planning-guidance>

(2)

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/765665/creation-of-the-major-road-network-government-response.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/765665/creation-of-the-major-road-network-government-response.pdf)

(3)

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/670527/major-road-network-consultation.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/670527/major-road-network-consultation.pdf)

(4) <https://www.chichester.gov.uk/article/35707/Funding-gap-for-infrastructure-improvements-means-that-the-Chichester-Local-Plan-is-unlikely-to-meet-Governments-housing-targets>

(5) <https://www.gov.uk/government/publications/major-road-network-and-large-local-majors-programmes-investment-planning>

Thank you for considering this question.  
James Rank

### **Answer from Cllr Taylor:**

Thank you for your question. Given your reference to MRN funding, West Sussex County Council which is responsible for the A286 has assisted in this response. The Major Road Network (MRN) was created by the Department for Transport (DfT) to facilitate upgrades to the most strategically important local roads to support the strategic role of the National Strategic Road Network (i.e. motorways and trunk roads). The A286 is not a strategic road and passes through a number of rural communities so the County Council's strategy is to manage this as a local road and facilitate more use of active travel (i.e. walking and cycling) and buses, rather than to upgrade it to facilitate an increase in general traffic. In its response to the DfT consultation on creation of the MRN, the County Council requested that the A286 was not included because traffic flow and the proportion of Heavy Goods Vehicles on the A286 did not meet the DfT's criteria for roads on the MRN and that remains the case today.

If the volume and composition of traffic on A286 were to change in the future (or DfT change the criteria), then it may be possible to request that the A286 is added to the MRN at a future review which would potentially make the Stockbridge Link Road eligible for MRN funding (as it would be designated A286). However, it should be noted that in order to apply for MRN funding, improvements to the A286 would need to be prioritised above other priorities across the County. There are already more aspirations for improvements

on the MRN than the County Council is likely to be able to deliver, at least in the next 5-10 years, so a funding application cannot be guaranteed. Furthermore, at the present time it is also unclear what level of funding may be available for the DfT's MRN programme in the future as this is currently subject to the outcome of the Government's Spending Review.

In conclusion, in respect of your first question, WSCC as local highway authority has not, for the reasons outlined, made an MRN funding application for the A286 and/or Stockbridge Link Road and in answer to your 2nd question, the potential for a future funding application to be justified, appears at this stage to be unlikely but will be kept under future review. In light of this, MRN funding is not considered to be a source of funding that is available to support delivery of the Stockbridge Link Road.

#### **47 Commissioning of West Sussex Community Advice and Support Service**

Cllr Briscoe proposed the recommendation which was seconded by Cllr Lintill.

Cllr Briscoe then introduced the item.

Cllr Bangert requested clarification of how the service is different to that run by Chichester District Council (CDC) and how the service will be run. Cllr Briscoe explained that the service is designed to complement CDC. He confirmed that the Wellbeing team had this week returned to offering face to face appointments.

Cllr O'Kelly requested a referral pathway diagram for members. Cllr Briscoe suggested this be raised at Overview and Scrutiny Committee.

In a vote the following resolution was carried:

#### **RESOLVED**

That Council agrees the continuation of the Funding Partnership to commission a Community Advice and Support Service across West Sussex for up to seven years from April 2022 with West Sussex County Council as the lead authority.

#### **48 Housing Grants**

Cllr Sutton proposed the recommendation which was seconded by Cllr Lintill.

Cllr Sutton then introduced the item.

Cllr Apel and Cllr Bell then declared personal interests as trustees of Stonepillow.

Cllr Moss requested clarification on whether the Government grants are restrictive or whether CDC can apply flexibility. Cllr Sutton confirmed that there are some restrictions set which have to be followed. Mrs Shepherd added that there can be some flexibility where the funding is spent within a category of work.

In a vote the following resolution was carried:

## RESOLVED

That delegated authority is given to the Director of Housing and Communities in consultation with the Cabinet member for Housing and Communities to spend the grant funding received from Government set out in para 3.1 to 3.8 of this report in accordance with the terms of the grant.

### 49 **Making the Westbourne Neighbourhood Development Plan**

*Further to his declaration Cllr Briscoe did not participate in this item.*

Cllr Taylor proposed the recommendation which was seconded by Cllr Lintill.

Cllr Taylor then introduced the item.

In a vote the following resolution was carried:

## RESOLVED

That Council agrees to make the Westbourne Neighbourhood Development Plan part of the Development Plan for Chichester District (excluding the area within the South Downs National Park).

### 50 **Motion from Cllr Plowman**

Cllr Plowman proposed his amended motion which had been circulated prior to the meeting. This was seconded by Cllr Bell. The motion was as follows:

**The construction and dismantling of the large stage for the BEL Events in Priory Park on July 30th and 31st caused serious damage to fabric of Park similar to the damage caused by the operation, construction and dismantling of the Ice rink. The weather was a contributing factor but with climate change, this will become more severe and unpredictable.**

- 1. In the light of this and recognising the Events Strategy and Policies for Chichester District 2020-2025 are evolving documents, Council require Cabinet to consider the following addition of a third bullet point is proposed to Page 5 under the heading CDC hire of land to recognise the limitations of Priory Park.**

***The district has its challenges when it comes to hosting events, the following needs to be recognised in order to manage expectations:***

- CDC Hire of Land***
  - o We have limited number of suitable spaces for events to take place, with the majority of these being in Chichester City Centre***
  - o The largest spaces and most suitable spaces are close to residents and a major tourist destination, both of which impact the number, size and type of events we are able to host***
  - o Priory Park has limitations in terms of access and the dual role as a war memorial making it unsuitable for Headline and large scale feature events involving construction of major temporary buildings***

***or structures which have the potential to damage the fabric of this historic Park.***

- 2. Council also requests that any Events Policies affected by this addition are reviewed by Officers, The Cabinet Member for Events and local District Council Members.**
- 3. That Cabinet set up a Task and Finish group to look at the operation, management and future-Priory Park particularly given the poor state of the buildings with the exception of Fenwick's Café and the Guildhall.**

Cllr Bell endorsed Cllr Plowman's Motion and thanked Cllr Briscoe and Sutton for their positive involvement.

Cllr Sutton thanked Cllr Plowman and Cllr Bell for their engagement. He explained that the Events Policy is a living document. He outlined that Cllr Briscoe had apologised for the damage caused during a statement he had made during Public Questions at the September 2021 Cabinet meeting. He then explained that the remaining cricket fixtures had been played before treatment on the ground commenced in time for regrowth to occur before the next cricket season. He then gave his support to the amended Motion.

Cllr Oakley gave his support to the amended Motion. He asked who would set the Terms of Reference for the Task and Finish Group and whether it would include discussion on Chichester City Council managing the Park. Cllr Sutton confirmed that the Cabinet would be agreeing the Terms of Reference.

Cllr Brisbane raised concerns regarding noise complaints he and Cllr Lishman had received over the Battle of the Bands weekend. Reports were made to the Councillors that the council's emergency phone line was not working. Mrs Shepherd agreed to look into the issue. Cllr Briscoe explained that four official complaints had been made to the council about the event.

Cllr Bangert wished to note the need for suitable events to be considered as the Park also provides history of the war

Cllr Apel requested clarification on why the Task and Finish Group would be the Cabinet and not Overview and Scrutiny Committee as originally stated in the Motion. Mr Ward explained that since any changes to the Events Policy would require Cabinet approval so the change to it being a Cabinet T&F group had been agreed Cllr Plowman and Cllr Bell.

Cllr Graves suggested a separate application form for Priory Park events.

Cllr Oakley suggested a member of CDC staff be present at all large scale events.

Cllr Sharp asked whether the Task and Finish Group would be able to progress the building works in the Park. Mrs Shepherd explained that there are some projects already looking at the Park but members should also consider the prioritisation exercise regarding the Future Services Framework as not all projects can be funded.

Cllr O'Kelly requested the Overview and Scrutiny Committee look at the Park. Mrs Shepherd explained that would be a choice for the Chair of that Committee.

Cllr Lintill noted the cooperation between members working on the Motion.

Cllr Plowman was then invited to sum up.

In a vote the motion as amended was carried.

## RESOLVED

The construction and dismantling of the large stage for the BEL Events in Priory Park on July 30th and 31st caused serious damage to fabric of Park similar to the damage caused by the operation, construction and dismantling of the Ice rink. The weather was a contributing factor but with climate change, this will become more severe and unpredictable.

4. In the light of this and recognising the Events Strategy and Policies for Chichester District 2020-2025 are evolving documents, Council require Cabinet to consider the following addition of a third bullet point is proposed to Page 5 under the heading CDC hire of land to recognise the limitations of Priory Park.

*The district has its challenges when it comes to hosting events, the following needs to be recognised in order to manage expectations:*

- *CDC Hire of Land*
  - o *We have limited number of suitable spaces for events to take place, with the majority of these being in Chichester City Centre*
  - o *The largest spaces and most suitable spaces are close to residents and a major tourist destination, both of which impact the number, size and type of events we are able to host*
  - o *Priory Park has limitations in terms of access and the dual role as a war memorial making it unsuitable for Headline and large scale feature events involving construction of major temporary buildings or structures which have the potential to damage the fabric of this historic Park.*
- 5. Council also requests that any Events Policies affected by this addition are reviewed by Officers, The Cabinet Member for Events and local District Council Members.
- 6. That Cabinet set up a Task and Finish group to look at the operation, management and future-Priory Park particularly given the poor state of the buildings with the exception of Fenwick's Café and the Guildhall.

## 51 Delegation to Chief Executive - Local Plan Review Update

The Chair explained that when discussing agenda item 15 from the Full Council meeting held on 20 July 2021 members made the following resolution:

**To give an administrative delegation to the Chief Executive to enact all decisions from the remote session of Councillors on 29 July 2021, and to report that enactment to the next Full Council.**

The Chief Executive reported that the enactment had been completed. She explained that an email had been sent to all members to confirm that was the case and that an All Member Session would be arranged in October to update members on progress.

The report did not require a vote however the Chair invited members to comment.

On behalf the Council the Chair noted the update.

## 52 Questions to the Executive

The following Questions to the Executive were received:

Cllr Purnell asked Cllr Plant why most of Selsey had not received textile bags for the Electrical/Textile recycling trial and whether it could be considered that when the bags are collected another bag is provided. Alternatively could the libraries or Parish Council's hold the bags. Cllr Plant explained that this was under investigation as the council had used a third party to distribute the bags. She added that the Depot had been affected by the HGV Driver shortage with some rounds being missed.

Cllr Apel asked Cllr Lintill for an update on the help provided to Refugees and Asylum Seekers from Afghanistan. Cllr Lintill explained that CDC had offered accommodation to West Sussex County Council, who were leading the programme. Mrs Shepherd added that if any member knows of anyone who is able to offer a house to put them in touch with the council.

Cllr Bangert asked Cllr Dignum whether following the announcement of the move of the Covid-19 Vaccination Site from Westgate to Northgate Car Park whether the volunteers could be offered free parking. Cllr Dignum explained that parking for volunteers is a matter for the NHS as that is who the volunteers provide a service for.

Cllr O'Kelly asked Cllr Plant about Electrical Vehicle Charging Points and whether there is a district wide plan for public charging points and whether the viability of those charging points in rural areas had been considered. She also asked whether there are figures for the number of Points currently in the district and where they are located. Cllr Plant explained that the Points that had been installed in the council's car parks had seen less than 10% usage. Currently CDC is waiting on the further information from West Sussex County Council (WSSCC) before deciding whether to join their contract.

Cllr Oakley asked for clarification of whether Parish Council's should refer to CDC or WSSCC regarding Electric Vehicle Charging Points. Cllr Plant confirmed it should be WSSCC. Mr Frost added that Mr Ballard at CDC could also be contacted.

Cllr Plowman asked Cllr Lintill whether she could include an article about the Southern Gateway in her Chichester Observer column. Cllr Lintill agreed to take on board the suggestion and invited members to contact her with any other suggestions too.

Cllr Duncton asked Cllr Taylor whether there was an update regarding the water extraction issue which could be fed back to the Parish Council's north of the downs. Cllr Taylor deferred to Mr Frost who explained that officers were working with Horsham and Crawley Councils on possible mitigation options. A report would be taken to DPIP in due course and then subsequently information could be placed on the council's website to update the Parish Council's.

Cllr Brisbane asked Cllr Plant whether local residents would receive finalised proposals following the public consultation meeting regarding unauthorised encampments. Cllr Briscoe explained that item 13 on the September 2021 Cabinet agenda outlined the approach of the project. Mrs Shepherd clarified that residents would be able to read the update report online which would be going to the October 2021 Cabinet meeting and would also be informed when the planning application is submitted.

Cllr Sharp asked Cllr Taylor whether the council could write a response to the Gatwick Runway Consultation. Cllr Taylor confirmed that the council would engage in a response. Mr Frost added that it is likely a proposed response would be reported to Cabinet.

Cllr Barrett asked Cllr Taylor who is responsible for the maintenance of the water course on an unadopted site. Cllr Taylor explained that if there are specific requirements made as planning permission conditions then failure to comply would result in planning enforcement measures.

Cllr Moss on behalf of Cllr Brown asked what the impact on the budget would be from the government's hike to Employers' National Insurance. Following on from that, when would the impact be felt. Cllr Wilding explained that there would be no impact on the current year's budget followed by a £160,000 increase anticipated thereafter.

Cllr Oakley asked Cllr Taylor whether the Planning Committee would be provided with advice on determining applications south of the bypass. Cllr Taylor explained that the council was engaging in specialist planning legal advice from a planning QC and the council's Planning Lawyer would be present at the next DPIP meeting. Mrs Shepherd added that the council awaited a confirmed timeline from the external lawyers but hoped to provide members with an update in the next week.

Cllr Moss asked if all members could be sent the DPIP invitation for the September 2021 DPIP meeting.

*(Post meeting note: this was sent as the meeting finished.)*

Cllr Moss asked Cllr Dignum when he had last engaged with Henry Boot regarding Southern Gateway. Cllr Dignum could not provide a date.

### 53 **Late Items**

There were no late items.

### 54 **Exclusion of the press and public**

There was no requirement to exclude the press or public.

The meeting ended at 4.02 pm

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CHAIRMAN

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Date:

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## The Local Electricity Bill

This Council notes:

- Local authorities play a central role in creating sustainable communities, particularly through the provision of locally generated, renewable electricity.
- The very large setup and running costs associated with selling locally generated renewable electricity to local customers prevent local renewable electricity generators from doing so.
- Making these financial costs proportionate to the scale of a renewable electricity supplier's operation would create significant opportunities for councils to supply locally generated renewable electricity directly to local people and businesses.
- Revenues received by councils from the sale of local renewable electricity can be used to help fund measures to reduce local greenhouse gas emissions and to help fund local services and facilities.
- The recent reintroduction of the Local Electricity Bill. If enacted the new law would make the setup and running costs of selling renewable electricity to local customers proportionate by establishing a Right to Local Supply.
- This Bill has received the support of 280 Members of Parliament. (November 8<sup>th</sup> 2021)
- We should make every attempt to build a sustainable Britain after the Coronavirus crisis has passed. Our support for the Bill and this motion helps us achieve that.

Council resolves to:

- Support the Local Electricity Bill by writing to Greg Hands, Minister of State at the Department for Business, Energy & Industrial Strategy, asking the government to enact this legislation as soon as possible.
- Ask our local Members of Parliament, Gillian Keegan, to support the Bill.
- Write to the campaign promoting the Bill, Power for People, (at 5-7 Buck Street, London, NW1 8NJ) expressing the Council's support for the campaign and the Local Electricity Bill.

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# Agenda Item 12

## Sewage Motion (draft) for CDC

This Council notes that:

- Chichester Harbour and local rivers are particularly threatened by continuing sewage discharges.
- Southern Water were sentenced to pay a record £90 million in fines for widespread pollution after pleading guilty to 6,971 unpermitted sewage discharges.
- Every river in England is now polluted beyond legal limits.
- The Environment Agency rated only 14% of rivers as 'Good' in 2019.
- In England, water companies released untreated human waste directly into our waterways over 400,000 times for a total of 3 million hours in 2020 alone.
- Government funding to the Environment Agency to monitor river quality, and regulate farms and water companies has dropped 75% since 2010/11.
- In 2020 just 3.6% of pollution complaints made to the Agency resulted in penalties.
- Farms are now almost never inspected, water quality is not tested enough, and water companies can pump raw sewage into rivers and seas with virtual impunity.

Council believes that, as host nation of the 26th UN Climate Change Conference of the Parties (COP26), the UK Government should now commit to:

- Restoring Environment Agency budgets to deliver the necessary oversight.
- Increasing inspection regularity of water companies and farms, and rigorously prosecuting offenders through the Environmental Audit Committee and Ofwat.

Council resolves to:

- Formally ask Southern Water to install live update signs at each sewage outfall site in the District to enable residents to make informed choices about using the water.
- Should Southern Water refuse to do so in a timely manner, investigate the cost of Council doing it, to be considered within the Future Services Framework prioritisation exercise.
- Agree with the Conservancy an improved Testing regime in Chichester Harbour with tests undertaken as close as possible to Southern Water discharge points immediately after high tide.
- Publicise the testing results on the District Council website.
- Include a link to the Southern Water "Beachbouy" warning system on the District Council website.
- Write to The Chairperson of the Parliamentary Environmental Audit Committee to advocate for greater enforcement of existing regulatory powers.
- Write to The Chief Executives of Southern Water and OFWAT calling for urgent action to address the impact of waste-water discharges on our local rivers and harbours.
- Write to The Regional Director of the National Farmers' Union requesting clarification on the action being taken locally by farmers to prevent nutrient run-off.
- Write to the charities River Action and The Rivers Trust expressing this Council's support for their campaign to restore the health of Britain's rivers.
- Require the Chichester Water Quality Group to make a quarterly report to the Environment Panel.

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**Chichester District Council**

**FULL COUNCIL**

**23 November 2021**

**Committee Calendar of Meetings May 2022 – May 2023**

**1. Contacts**

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**2. Recommendation**

- 2.1 That Full Council approves the committee calendar of meetings for May 2022 to May 2023 as detailed in the appendix.**

**3. Background**

- 3.1 The committee calendar of meetings runs from the Annual Council meeting held in May of each year to the May of the following year.

**4. Outcomes to be Achieved**

- 4.1 The calendar provides a timetable to enable the effective planning of Chichester District Council business.

**5. Proposal**

- 5.1 At the Full Council meeting on 22 September 2020 as per minute 26 the Leader Cllr Lintill confirmed her commitment to consider meeting timings prior to the next district elections. Therefore it is proposed that the following evening meetings be trialled and reported back to the Governance review task and finish group:

- Cabinet – 6 September 2022 – 6pm start and ending no later than 10pm
- Overview and Scrutiny Committee – 20 September 2022 – 6pm start
- Full Council – 27 September 2022 – 6pm start

- 5.2 Following the successful implementation of virtual meetings during the pandemic it is proposed that for the May 2022 – May 2023 calendar of meetings (appendix attached) those meetings currently held virtually continue unless expressly agreed by individual committees. This will continue to provide both environment and financial savings.

## 6. Alternatives Considered

- 6.1 Due to the commitment to trial alternative options the alternative to continue with the same pattern of meetings was not considered on this occasion.
- 6.2 All public meetings were considered for the evening meeting trial however it was felt that the nature of Cabinet, Full Council and Overview and Scrutiny Committee would provide a good variety.
- 6.3 It should be noted that the ongoing Governance Review may result in a further report to Full Council with revisions to the proposed timetable. However, a timetable is required in order to plan council business effectively.

## 7. Resource and Legal Implications

- 7.1 Staffing will need to be considered for the evening meeting trial including the Senior Leadership Team, Democratic Services, Facilities and report authors. As a trial this will not directly impact contract obligations or affect pay entitlement.

## 8. Consultation

- 8.1 Senior officers and meeting leads have been consulted regarding the meeting dates and their comments have been considered.
- 8.2 The Facilities Manager and Democratic Services have also been consulted regarding the evening meeting trial.

## 9. Community Impact and Corporate Risks

- 9.1 No additional risks have been identified at this stage.

## 10. Other Implications

Are there any implications for the following?		
	Yes	No
<b>Crime and Disorder</b>		X
<b>Biodiversity and Climate Change Mitigation</b> Reduction in travel to meetings proposed.	X	
<b>Human Rights and Equality Impact</b>		X
<b>Safeguarding and Early Help</b>		X
<b>General Data Protection Regulations (GDPR)</b>		X
<b>Health and Wellbeing</b>		X
<b>Other</b> (please specify)		X

## 11. Appendices

- 11.1 Calendar of Meetings 2022-2023.

## 12. Background Papers

- 12.1 None.

## CALENDAR OF MEETINGS 2022-2023

Meeting	Day of week	Time	Meetings p.a.	Venue for meetings
All Parishes meeting (All Parishes)	Monday	17:30	2	Online
Business Routing Panel (BRP)	Thursday	09:30	1	Online
Cabinet	Tuesday	09:30*	11	Committee Rooms (recorded)
Corporate Governance & Audit Committee (CGAC)	Monday	14:00	4	Online
Council	Tuesday	14:00*	8	Committee rooms (recorded)
Development Plan & Infrastructure Panel (DPIP)	Wednesday	09:30	11	Online
Environment Panel (Environment)	Monday	09:30	11	Online
Licensing and Alcohol & Entertainment Licensing Committee (Licensing)	Wednesday	09:30	3	Committee Rooms (recorded)
Grants & Concessions Panel (G&CP)	Wednesday	09:30	5	Online
Economic Development Panel (EDP)	Monday	11:00	4	Online
Joint Employee Consultative Panel (JECF)	Thursday	14:30	4	Online
Overview & Scrutiny Committee (OSC)	Tuesday	14:00*	5	Online
Planning Committee (Planning)	Wednesday	09:30	13	Committee Rooms (recorded)
Strategic Risk Group (SRG)	Thursday	14:00	2	Online
	<b>Thursday PM and Friday's the Courts use the Committee Rooms</b>			
<b>WSSC School Term dates</b>				
Summer term	25 April 2022 - 21 July 2022 (Half Term 30 May 2022 - 3 June 2022)			
Autumn term	1 September 2022 - 16 December 2022 (Half Term 24 October 2022 - 28 October 2022)			
Spring term	3 January 2023 - 31 March 2023 (Half Term 13 February 2022 - 17 February 2022)			
Summer term	17 April 2023 - 21 July 2023 (Half Term 29 May 2023 - 2 June 2023)			

\* One test meeting at 18:00 in September 2022

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\* One test meeting at 18:00 in September 2022 (please note this will take place at East Pallant House)

# CALENDAR OF MEETINGS 2022-2023

	MAY 2022	JUN 2022	JUL 2022	AUG 2022	SEPT 2022	OCT 2022
Monday	2 Bank Holiday	6		1		3
Tuesday	3 Cabinet	7 Cabinet		2		4 Cabinet
Wednesday	4 Planning	8 Licensing		3		5 Planning
Thursday	5	9		4	1	6
Friday	6	10	1	5	2	7
Monday	9	13	4 EDP	8	5 EDP	10
Tuesday	10	14	5 Cabinet	9	6 Cabinet	11
Wednesday	11	15 Planning	6 Planning	10 Planning	7 Planning	12 Licensing
Thursday	12	16	7	11	8	13 SRG
Friday	13	17	8	12	9	14 Environment
Monday	16	20 Environment	11 Environment	15	12 Environment	17
Tuesday	17 Annual Council	21 OSC	12	16	13	18
Wednesday	18	22 DPIP	13	17	14	19
Thursday	19	23	14 JECP	18	15	20
Friday	20	24	15	19	16	21
Monday	23 Environment	27	18 CGAC	22	19 All Parishes	24
Tuesday	24	28	19 Full Council	23	20 OSC	25
Wednesday	25 DPIP	29 G&CP	20 DPIP	24	21 DPIP	26 DPIP
Thursday	26	30	21	25	22	27 JECP
Friday	27		22	26	23	28
Monday	30 Bank Holiday		25	29 Bank Holiday	26	31 CGAC
Tuesday	31		26	30	27 Full Council	
Wednesday	1		27	31	28 G&CP	
Thursday	2		28		29	
Friday	3		29		30	

# CALENDAR OF MEETINGS 2022-2023

	NOV 2022	DEC 2022	JAN 2023	FEB 2023	MAR 2023	APR 2023	MAY 2023
Monday			2				1 Bank Holiday
Tuesday	1 Cabinet		3 Cabinet				2
Wednesday	2 G&CP		4 Planning	1 Planning	1 Planning		3
Thursday	3	1	5	2	2 SRG		4 District Elections
Friday	4	2	6	3	4		5 District Elections Count
Monday	7 Environment	5 EDP	9 CGAC	6 All Parishes	6	3	8
Tuesday	8	6 Cabinet	10	7 Cabinet	7 Cabinet/ Full Council	4 Cabinet	9
Wednesday	9 Planning	7 Planning	11	8	8	5 Planning	10
Thursday	10	8	12	9	9	6 JECP	11
Friday	11	9	13	10	10	7 Good Friday	12
Monday	14	12 Environment	16 Environment	13	13 EDP	10 Easter Monday	15
Tuesday	15 OSC	13	17 OSC	14	14 OSC	11	16 Annual Council
Wednesday	16	14	18 DPIP	15 Licensing	15	12	17
Thursday	17	14	19	16	16	13	18
Friday	18	15	20	17	17	14	19
Monday	21	19	23	20 Environment	20 Environment	17	22
Tuesday	22 Full Council	20	24 Full Council	21	21 Full Council	18	23
Wednesday	23 DPIP	21 DPIP	25 G&CP	22 DPIP	22 DPIP	19 DPIP	24
Thursday	24	22	26 JECP	23	23 BRP	20	25
Friday	25	23	27	24	24	21	26
Monday	28	26 Bank Holiday	30	27	27 CGAC	24 Environment	29 Bank Holiday
Tuesday	29	27 Bank Holiday	31	28	28	25	30
Wednesday	30	28 Closure			29 G&CP	26 Planning	31
Thursday		29 Closure			30	27	
Friday		30 Closure			31	28	

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