

**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 22 November 2022** 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

**10 November 2022**

### 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 - 14)  
The Council is requested to approve as a correct record the minutes of the meeting held on 27 September 2022.
- 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 Determination of the Council Tax Reduction Scheme 2023 – 2024**

Members are requested to consider the report and its appendix as set out on pages 15 – 40 of the Cabinet agenda pack for 4 October 2022 and make the following resolution as recommended by Cabinet:

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

**That the proposed Council Tax Reduction Scheme for 2023-2024 be approved.**

**7 Financial Strategy and Plan 2023-24**

Members are requested to consider the report and its appendices (including exempt Appendix 2) as set out on pages 21 – 53 of the Cabinet agenda pack for 1 November 2022 and make the following resolution as recommended by Cabinet:

- a) **The key financial principles and actions set out in Appendix 1 of the 5 year Financial Strategy report are approved.**
- b) **That the Minimum Level of Reserves level is set at £4m, as recommended by the Corporate Governance and Audit Committee.**
- 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.**
- d) **That £1.457m is transferred from the General Fund Reserve to the Investment Risk reserve to increase the mitigation held for fair value adjustments for the Council's long-term investments.**

## **RECOMMENDATIONS BY COMMITTEES**

**8 Boundary Review Panel Recommendations**

Members will receive an update from the Boundary Review Panel which will be held on Tuesday 15 November to consider the Parliamentary Boundary Review proposals as set out here: [BCE Consultation Portal \(bcereviews.org.uk\)](https://bcereviews.org.uk).

Any recommendations from the Panel will be circulated as a supplement to the agenda.

## **OTHER REPORTS**

**9 Committee Calendar of Meetings May 2023 - May 2024 and Evening Meeting Trial (Pages 15 - 41)**

Members are requested to consider the report and its appendices and;

1. **Approve either the committee calendar of meetings for May 2023 to May 2024 in Appendix A or Appendix B of this report.**
2. **Resolve that if the calendar detailed in Appendix B be agreed then a guillotine of 8.00pm be applied to all those meetings starting at 4pm.**

### **MOTIONS PROPOSED IN ADVANCE BY MEMBERS**

- 10 **Motion from Cllr Wilding** (Page 43)  
Having complied with the Motions Procedure as set out in the council's Constitution the motion attached will be proposed by Cllr Peter Wilding and if duly seconded it will then be discussed at this meeting.
- 11 **Motion from Cllr Barrett** (Page 45)  
Having complied with the Motions Procedure as set out in the council's Constitution the motion attached will be proposed by Cllr Graeme Barrett and if duly seconded it will then be discussed at this meeting.
- 12 **Motion from Cllr Sharp** (Page 47)  
Having complied with the Motions Procedure as set out in the council's Constitution the motion attached will be proposed by Cllr Sarah Sharp and if duly seconded it will then be discussed at this meeting.
- 13 **Questions to the Executive**  
Members are invited to ask a question of a member of the Executive (maximum of 30 minutes duration).
- 14 **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.
- 15 **Exclusion of the press and public**  
The Council is asked to consider in respect of agenda item 16 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).**
- 16 **Leisure Management Contract Review**  
Members are requested to consider the exempt report as set out on pages 55 – 58 of the Cabinet agenda pack for 1 November 2022 and make the resolution as set out in section 2.1 of the report and recommended by Cabinet.

### 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 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 they will be invited to attend the meeting and will be allocated a seat in the public gallery.
  - c. You are advised not to attend any face to face meeting if you have symptoms of Covid.
4. 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 E Hamilton	Mrs D Johnson
Mr H Potter	Mr T Johnson
Mrs C Apel	Mrs E Lintill
Mrs T Bangert	Mrs S Lishman
Mr G Barrett	Mr G McAra
Miss H Barrie	Mr A Moss
Mr M Bell	Mr S Oakley
Rev J H Bowden	Dr K O'Kelly
Mr B Brisbane	Mr C Page
Mr R Briscoe	Mr D Palmer
Mr J Brown	Mrs P Plant
Mr A Dignum	Mr R Plowman
Mrs J Duncton	Mrs C Purnell
Mr J Elliott	Mr D Rodgers
Mr G Evans	Mrs S Sharp
Mrs J Fowler	Mr A Sutton
Mrs N Graves	Mrs S Taylor
Mr F Hobbs	Mr P Wilding