

JOHN WARD
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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 the **Committee Rooms, East Pallant House** on **Tuesday 19 March 2024** 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

8 March 2024

AGENDA

- 1 **Minutes** (Pages 1 - 12)
The Council is requested to approve as a correct record the minutes of its Budget meeting held on 27 February 2024.
- 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.

PETITION

6 **Petition - Car Group Meeting at East Beach Car Park**

A Petition to 'Allow Manhood Classics to return to using East Beach Car Park in Selsey' has been received by the council and agreed for inclusion in the agenda by the Chair. As per the council's Petition Scheme the petition organiser will be given five minutes to present the petition at the meeting and the petition will then be discussed by councillors. The debate of a petition at a Council meeting should, subject to the discretion of the Chair, not last more than 30 minutes. The council will decide how to respond to the petition at this meeting. They may decide to take the action the petition requests, not to take the action requested for reasons put forward in the debate, or to commission further investigation into the matter, for example by a relevant committee. Where the issue is one on which the council executive are required to make the final decision, the council will decide whether to make recommendations to inform that decision. The petition organiser will receive written confirmation of this decision. This confirmation will also be published on our website.

Report to follow.

RECOMMENDATIONS BY THE CABINET

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

7 **CCS Street Cleaning and Grounds Maintenance Vehicle Replacement Programme** (Page 13)

Members are requested to consider the report and its appendix found on pages 175-178 of the Cabinet agenda pack for 6 February 2024 and make the following resolution:

To release £531,500 from the fleet asset replacement programme to procure the vehicles and charging points detailed in section 5 of this report.

Please note an additional appendix containing a photo of a Street Cleaning Box Tipper can be found at page 13 of the agenda pack to this meeting.

8 **Implementation of Weekly Food Waste Collections for Households**

Members are requested to consider the report and its appendix found on pages 179-203 of the Cabinet agenda pack for 6 February 2024 and make the following resolutions:

- 1. Approval of the Project Initiation Document for the implementation of weekly food waste collections for households.**
- 2. The project governance arrangements, including the establishment of a Project Board and associated Terms of Reference as outlined in the PID, to provide strategic direction and project oversight.**
- 3. That £1,355,683 be released from council General Fund reserves to fund the estimated shortfall in funding of Capital and transition costs.**
- 4. The procurement process to acquire the necessary vehicles, ancillary equipment, and containers in order to deliver the new service is commenced.**

5. **That delegated authority be given to the Director of Corporate Services, in consultation with the Cabinet Member for Finance, Corporate Services and Chichester Contract Services, to conclude the procurement process, award contracts, and approve capital and transition cost expenditure of up to £2,598,700 in order to expedite the service design and procurement project stages.**

9 **Council Tax Second Home Premium**

Members are requested to consider the report found on pages 171-174 of the Cabinet agenda pack for 6 February 2024 and make the following resolutions:

1. **For 2025-2026 a premium of 100% be charged on all eligible residential properties that are not occupied as a main residence and are substantially furnished.**
2. **Subject to the outcome of the Government's consultation concerning the exceptions to the premium, the criteria for the second home premium policy, be delegated to the Director of Housing and Communities in consultation with the Cabinet member for Housing, Revenues and Benefits.**

10 **Revised Local Development Scheme 2024-2027**

Members are requested to consider the report and its appendix found on pages 13-31 of the Cabinet agenda pack for 5 March 2024 and make the following resolution:

That Council approves the revised Local Development Scheme.

11 **Senior Staff Pay Policy Statement 2024-2025 (Page 15)**

Members are requested to consider the report and its appendices found on pages 33-50 of the Cabinet agenda pack for 5 March 2024 and make the following resolution:

That the Council agrees the Senior Staff Pay Policy Statement 2024-2025 for publication.

Please note an updated appendix 7 containing revised mileage information can be found at page 15 of the agenda pack to this meeting.

RECOMMENDATIONS BY COMMITTEES

None.

OTHER REPORTS

12 **Appointment of Data Protection Officer (Pages 17 - 20)**

Members are requested to consider the report at pages 17-20 of the agenda pack and make the following resolution:

That the Council appoint Mr Graham Thrussell to the role of Data Protection Officer to the Chichester District Council.

MOTIONS IN ADVANCE

13 **Motion from Cllr Vivian (Pages 21 - 22)**

Having complied with the Motions Procedure as set out in the council's Constitution the motion attached will be proposed by Cllr Vivian and if duly seconded it will then be discussed at this meeting.

14 **Questions to the Executive**

Members are invited to ask a question of a member of the Executive (maximum of 30 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 items 17 and 18 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 **Allocation of Commuted Sums to Deliver Affordable Housing - Chichester**

Members are requested to consider the Part II exempt report found on pages 131-134 of the Cabinet agenda pack for 5 March 2024 and make the resolutions as set out in sections 2.1 and 2.2 of the report.

18 **Allocation of Commuted Sums to Deliver Affordable Housing - Midhurst**

Members are requested to consider the Part II exempt report found on pages 135-138 of the Cabinet agenda pack for 5 March 2024 and make the resolutions as set out in sections 2.1 and 2.2 of the report.

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;

- Where a member of the public has registered a question they will be invited to attend the meeting and will be issued a seat in the public gallery.
- 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 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]

MEMBERS

Mrs C Apel	Mr G Evans
Mr J Cross	Mrs E Hamilton
Mr I Ballantyne	Mr C Hastain
Mrs T Bangert	Ms O Hickson
Mr R Bates	Mr F Hobbs
Mr D Betts	Mrs D Johnson
Mr S Boulcott	Mr S Johnson
Mr B Brisbane	Mr T Johnson
Mr R Briscoe	Mr A Moss
Mr J Brookes-Harmer	Ms E Newbery
Mr J Brown	Mr T O'Kelly
Ms J Brown-Fuller	Mr H Potter
Ms B Burkhart	Ms S Quail
Mrs H Burton	Mrs S Sharp
Mx R Chant	Mr C Todhunter
Mr M Chilton	Mr J Vivian
Ms M Corfield	Ms V Weller
Ms H Desai	Mr T Young