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A meeting of **Cabinet** will be held in Committee Room 1 - East Pallant House on **Tuesday 1 December 2015 at 9.30 am**

MEMBERS: Mr A Dignum (Chairman), Mrs E Lintill (Vice-Chairman), Mr R Barrow, Mr B Finch, Mrs P Hardwick, Mrs G Keegan and Mrs S Taylor

AGENDA Part 1

- 1 **Minutes** (Pages 1 - 10)
To approve as a correct record the minutes of the Cabinet meeting held on 3 November 2015.
- 2 **Urgent Items**
Chairman to announce any urgent items which due to special circumstances are to be dealt with under agenda item 18(b).
- 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 **Public Question Time**
Questions submitted by members of the public in writing by noon on the previous working day (for a period up to 15 minutes).

RECOMMENDATIONS TO COUNCIL

- 5 **Corporate Plan Annual Review** (Pages 11 - 20)
Further to minute 701 of 6 January 2015, to recommend the Council to approve the revised Corporate Plan for 2015-2018.
- 6 **Financial Strategy and Plan 2016/17** (Pages 21 - 39)
To recommend the Council to update the its financial strategy and action plan to help guide the management of the Council's finances during a period of diminishing resources, and to build upon the work already achieved in this area in previous years.
- 7 **Chichester Market** (Pages 40 - 49)
Further to minute 736 of 3 March 2015, to consider the recommendations of the Traders Market Task and Finish Group on the future of the Traders Chichester Market, and to recommend to the Council a retendering of the traders market licence, including a one year trial on Wednesday of a market in the pedestrian precinct.
- 8 **Chichester Site Allocation: Consultation Draft Development Plan Document**

(DPD) (Pages 50 - 104)

To consider in the light of recommendations from the Development Plan and Infrastructure Panel and to recommend the Council to approve for consultation, the draft Chichester Site Allocation Development Plan Document.

9 **Making the Southbourne Parish Neighbourhood Plan** (Pages 105 - 106)

To recommend the Council to make the Southbourne Parish Neighbourhood Plan part of the Development Plan for Chichester District.

KEY DECISIONS

10 **Fishbourne Parish Neighbourhood Plan** (Pages 107 - 116)

To publish the Decision Statement and agree that the Fishbourne Parish Neighbourhood Plan should proceed to referendum.

11 **Electric vehicle charging in the Council's car parks** (Pages 117 - 121)

To approve bids to The Office for Low Emission Vehicles (OLEV) to enable the installation of electric vehicle charging points (EVCPs) in selected District Council owned car parks, and to make budget provision for match funding.

12 **Determination of the Council Tax Base for 2016-2017** (Pages 122 - 132)

To set the taxbase for the 2016/17 financial year and agree grants to parish councils.

OTHER DECISIONS

13 **Review of Street Trading controls in Chichester City Centre** (Pages 133 - 138)

To pass a formal resolution seeking the potential variation of the designation of Crane Street and part of St Martins Street, Chichester from 'prohibited streets' to 'consent streets' in order to enable the introduction into these streets of diverse shopping facilities such as a monthly art market (Crane Street) and retail merchandising units (St Martins Street).

14 **Methods of Income Collection** (Pages 139 - 143)

To encourage the District Council's customers to pay by methods other than cheques.

15 **Chichester Wellbeing** (Pages 144 - 153)

To authorise funding from reserves, pending confirmation of funding from West Sussex County Council Public Health, in order to ensure continuation in 2016/17 of the Chichester Wellbeing Service.

16 **Financial Monitoring 2015-16** (Pages 154 - 178)

The purpose of this report is to assist the Cabinet in monitoring its 2015-16 revenue and capital budgets, and to take any necessary action in order to comply with the Council's Financial Regulations.

17 **Chichester District Car Parking Forum**

Further to minute 62 of 6 October 2015, to appoint the following District Council representatives to the Chichester District Car Parking Forum:-

Chichester: Tony Dignum

Selsey/Witterings: John Connor

Midhurst: Steve Morley

Petworth: Eileen Lintill

Bosham: Penny Plant

- 18 **Consideration of any late items as follows:**
- 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
- 19 **Exclusion of the Press and Public**
- The Cabinet is asked to consider in respect of the following item 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).**
- 20 **Development Site, The Grange, Midhurst (Pages 179 - 187)**
- Further to minute 468 of 3 September 2013, this report provides an update on the disposal of the Grange development site. Further to the exchange of contracts with a developer, there have been significant changes in the foodstore market resulting in a change to the terms offered for the site. It is now recommended that Cabinet consider the revised bids for the site and determine on which basis the disposal of the site is to proceed.

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)
4. A key decision means an executive decision which is likely to:
 - result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council'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 Council's area or
 - incur expenditure, generate income, or produce savings greater than £100,000.

Non-Cabinet member Councillors speaking at Cabinet

Standing Order 22.3 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 his consent in writing by email in advance of the meeting. They should do this by noon on the day before the 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 he would therefore retain his discretion to allow the contribution without notice.