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A meeting of **Cabinet** will be held in Committee Room 2 - East Pallant House on **Tuesday 9 February 2016 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 - 6)
To approve as a correct record the minutes of the Cabinet meeting held on 26 January 2016.
- 2 **Urgent Items**
Chairman to announce any urgent items which due to special circumstances are to be dealt with under agenda item 21(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 **Budget Spending Plans 2016-17** (Pages 7 - 24)
Further to minute 97 of 1 December 2015, to review the Council's financial situation and recommend the revenue budget, capital programme and council tax for 2016 -17.
- 6 **Consideration of Representations, Proposed Responses to Representations and Associated Modifications to the Council's First Infrastructure Business Plan** (Pages 25 - 110)
Further to minute 43 of 8 September 2015, to recommend the Council to consider the results of consultation and to approve the Infrastructure Business Plan, including the Spending Plan for Community Infrastructure Levy.
- 7 **Surface Water and Drainage Supplementary Planning Document** (Pages 111 - 137)
To recommend the Council to approve for public consultation the Surface Water and Drainage Supplementary Planning Document.
- 8 **Senior Staff Pay Policy Statement** (Pages 138 - 146)

To recommend the Council to approve and publish the annual Senior Staff Pay Policy Statement.

KEY DECISIONS

- 9 **Chichester District Place Plan** (Pages 147 - 150)
To endorse for publication the Chichester Place Plan, prepared jointly by Chichester District Council and West Sussex County Council to identify and promote opportunities for economic growth in the district.
- 10 **Initial Project Proposals (2016/17)** (Pages 151 - 154)
To approve initial proposals, and funding for some of them, for potential new Corporate Plan projects for 2016/17.
- 11 **Shared Services** (Pages 155 - 157)
To authorise an options appraisal to investigate the business case for a shared service of Revenues and Benefits, ICT, Customer Services, HR, Legal and Financial Services with neighbouring District Councils.
- 12 **Housing Strategy Review** (Pages 158 - 161)
Further to minute 654 of 14 October 2014, to note progress with the Council's Housing Strategy and endorse its review.
- 13 **Beach Management Plan 2016-2021** (Pages 162 - 165)
To approve a schedule of works for the Beach Management Plan 2016-2021 and to authorise application to the Environment Agency for Flood Defence Grant in Aid to support it.
- 14 **Birdham Parish Neighbourhood Plan** (Pages 166 - 167)
To publish the Decision Statement and agree that the Birdham Parish Neighbourhood Plan should proceed to referendum.
- 15 **Tangmere Parish Neighbourhood Plan** (Pages 168 - 169)
To publish the Decision Statement and agree that the Tangmere Parish Neighbourhood Plan should proceed to referendum.
- 16 **Car Parking Charges - Response to Consultation** (Pages 170 - 173)
Further to minute 62 of 6 October 2015, to consider the result of consultation and to confirm or modify the proposed car parking charges for 2016/17.
- 17 **Petworth Skatepark** (Pages 174 - 179)
Further to minute 359 of 5 February 2013, to consider a proposal by Petworth Town Council for a skatepark at Sylvia Beaufoy car park and, if supported, to allocate funding from the Petworth Leisure Fund.

OTHER DECISIONS

- 18 **Developer and Partner Charter** (Pages 180 - 185)
To approve and adopt a Developer and Partner Charter as an informal agreement between Chichester District Council, developers, skills and training providers, and, where relevant, local businesses and community groups in order to increase local employment and business opportunities.
- 19 **Access Road to Florence Park from Pound Farm Road** (Pages 186 - 189)
To consider a proposal and allocate funds for the making up of the unmade section of the access road from Pound Farm Road to Florence Park, Chichester.
- 20 **The Smoke and Carbon Monoxide Alarm (England) Regulations 2015** (Pages

190 - 194)

To approve arrangements for the Council's duty to enforce the Smoke and Carbon Monoxide Alarm (England) Regulations 2015.

21 **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

22 **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 that it is likely that there would be a disclosure to the public of 'exempt information' of the description specified in paragraph 5 (legal professional privilege) of Part I 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 report dealt with under this part of the agenda will be sent under separate cover to members of the Cabinet and the senior leadership team only and will be collected at the end of the meeting.**

23 **Westgate Leisure Centre, Carbon Trust Scheme**

Further to minute 469 of 3 September 2013, to consider further external legal advice in relation to the matters arising from the original installation of the Combined Heat and Power (CHP) plant.

NB: In order to maintain legal privilege, only members of the Cabinet and advising officers will be present for this discussion.

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.