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A meeting of **Cabinet** will be held in Committee Room 2, East Pallant House on **Tuesday 12 July 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 - 8)
To approve as a correct record the minutes of the Cabinet meeting held on 7 June 2016.
- 2 **Urgent Items**
Chairman to announce any urgent items which due to special circumstances are to be dealt with under agenda item 15(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 **Chichester District Council Annual Report 2015-16** (Pages 9 - 47)
To recommend the Council to approve its Annual Report 2015-16.
- 6 **Chichester in Partnership - Community Strategy 2016-2021** (Pages 48 - 66)
The current sustainable community strategy has been in place since 2009. Chichester in Partnership has completed a "light touch" review of the document. The Council is asked to adopt this revised strategy.
- 7 **A27 Contributions - Adoption of amendment to the Planning Obligations and Affordable Housing Supplementary Planning Document** (Pages 67 - 89)
Referring to minute 119 of 5 January 2016, to recommend the Council to approve a scheme for developer contributions to mitigate the impact of proposed Local Plan development on the A27 Chichester Bypass junctions.
- 8 **Chichester City Centre Management - Renewal of Chichester BID** (Pages 90 - 95)
Referring to minutes 29 of 5 July 2011 and 142 of 9 February 2016, to consider whether to support the renewal of the Chichester Business Improvement District

(BID) and, if so, to make arrangements for a ballot to be held of businesses in Chichester City Centre.

- 9 **Treasury Management Policy 2016-2017 - Update** (Pages 96 - 111)
Referring to minute 131 of 26 January 2016, to recommend the Council to amend the Treasury Management Strategy in order to fully implement the Council's approved investment strategy and to reflect the recent change in its banker.
- 10 **Review of the Constitution** (Pages 112 - 120)
Referring to minute 159 of 8 March 2016, to recommend the Council to adopt a revised Constitution.

KEY DECISIONS

- 11 **Public Spaces Protection Order Chichester City Centre** (Pages 121 - 123)
Referring to minute 186 of 12 April 2016, to consider the responses to consultation and to approve the making of a Public Spaces Protection Order (PSPO) for Chichester City Centre.

OTHER DECISIONS

- 12 **Shared Services** (Pages 124 - 131)
Referring to minute 143 of 9 February 2016, to consider a report on progress to date, and to agree to the development of full detailed business cases and implementation plans for shared service provision of Revenues and Benefits, ICT, Customer Services, HR & Payroll, Legal, and Internal Audit, and to contribute £25,000 towards the cost of a project manager for this purpose.
- 13 **Council Tax Reduction Scheme and review of Council Tax locally defined discounts and premia for 2017/18** (Pages 132 - 139)
Referring to minutes 80 of 3 November and 103 of 1 December 2015, to seek authority to consult on a draft Council Tax Reduction Scheme for 2017/18 and on changes to the council tax discount for properties in need of or undergoing structural repair.
- 14 **Chichester Rugby Football Club- Amendment to Parking Order** (Pages 140 - 144)
To approve the introduction of parking charges in the Chichester Rugby Football Club Car Park, Oaklands Park, Chichester, the receipts being used to cover its maintenance costs, with any surplus being used to help repay loans for recent improvements to the clubhouse.
- 15 **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
- 16 **Exclusion of the Press and Public**
The Cabinet is asked to consider in respect of the following items 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 **The Novium Museum Options Appraisal** (Pages 145 - 147)
Referring to minute 142 of 9 February 2016, to approve further work to investigate additional options for the future of The Novium Museum.
- 18 **Plot 21, Terminus Road, Chichester** (Pages 148 - 152)
By minute 7 of 6 June 2015, the Cabinet approved a budget for the demolition of the existing building and redevelopment of this site with a single unit, subject to a pre-let agreement being in place before the new unit is built. Unfortunately, marketing of the site has failed to secure such a pre-let agreement.
- To approve an alternative proposal to redevelop the site for a speculative five unit industrial buildings scheme, and to make financial provision accordingly.
- 19 **Land in Ellis Square, Selsey - Land Disposal** (Pages 153 - 158)
Referring to minute 691 of 4 December 2014, to consider two offers for council-owned land at Ellis Square, Selsey and to determine which, if any, to progress.

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.