

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** in the Council Chamber, East Pallant House East Pallant Chichester West Sussex PO19 1TY on **Tuesday 22 November 2016 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
Tuesday 15 November
2016

NOTES

- 1) *The Council meeting will be preceded by the following:*
 - a) *an 'Ideas into Action' schools project display in the foyer outside the Committee Rooms at 12.45pm. Lunch will be available in the Members' Room at 12.45pm.*
 - b) *a presentation on Members' roles during emergency situations at 13.15pm.*
- 2) *Members are asked to bring with them to the meeting their copy of the agenda and the accompanying papers for the meetings of the Cabinet held on 4 October and 1 November 2016.*

AGENDA

This agenda should be retained for future reference with the minutes of this meeting

- 1 **Minutes** (Pages 1 - 18)
To approve as a correct record the minutes of the meeting of the Council held on Tuesday 20 September 2016.
- 2 **Urgent Items**
Chairman to 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 Chairman's announcements

5 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 FROM THE CABINET AND OTHER COMMITTEES

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

The reports giving rise to these recommendations are in the papers for the meeting of the Cabinet on 4 October 2016 and 1 November 2016. These are available in the committee papers section of the Council's website.

6 Appointment of External Auditors

(See report at agenda item 5 (pages 20 to 25) of the Cabinet agenda of 4 October 2016)

RECOMMENDED BY THE CABINET

That the Council approves the opting by Chichester District Council into sector-led procurement of external audit services by the appointed person, Public Sector Audit Appointments Ltd (PSAA).

7 Fishbourne Neighbourhood Plan - Modification for the Purpose of Correcting an Error

(See report at agenda item 6 (pages 26 to 33) of the Cabinet agenda of 4 October 2016)

RECOMMENDED BY THE CABINET

That the Council approves the modification of the Fishbourne Neighbourhood Plan for the purpose of correcting an error and the publication of the modification document in appendix 2 to the agenda report.

8 Chichester Site Allocation Development Plan Document - Proposed Submission

(See report at agenda item 5 (pages 15 to 22) of the Cabinet agenda of 1 November 2016, pages 1 to 68 in the supplement to the agenda, pages 1 to 432 in the (online only) supplement to the agenda and pages 1 to 2 in a further supplement to the agenda)

RECOMMENDED BY THE CABINET

- 1) That the Site Allocation Development Plan Document: Proposed Submission (as set out in appendix 1 to the report) and amended by (a) the revised update sheet and (b) at the meeting, be approved for an eight-week consultation from 1 December 2016 to 26 January 2107, following which it shall be sent to the Secretary of State for examination;
- 2) The proposed responses to representations received (as set out in appendix 2 to the agenda report) be approved; and
- 3) Authority be delegated to the Head of Planning Services, after consultation with the Cabinet Member for Planning Services, to enable minor amendments to be made to the Site Allocation Development Plan Document: Proposed Submission prior to and following public consultation.

- 4) That the retention of the site to the rear of Stuart Avenue, Camelsdale be approved within the Site Allocation Development Plan Document: Proposed Submission for examination, subject to confirmation from the Environment Agency that there is no objection once the flood zone modelling has been completed.

- 9 **Implementation of Council Tax Reduction Scheme 2017/18**
(See report at agenda item 6 (pages 23 to 26) of the Cabinet agenda of 1 November 2016 and pages 69 to 115 in the supplement to the agenda)

RECOMMENDED BY THE CABINET

That the Council Tax Reduction Scheme for 2017-2018 be approved.

- 10 **2015/16 Corporate Governance report and Annual Governance Statement**
(Pages 19 - 30)

RECOMMENDED BY THE CORPORATE GOVERNANCE & AUDIT COMMITTEE

That the committee's annual report on the Council's governance arrangements, including the 2015-16 Annual Governance Statement, be noted.

OFFICER REPORTS

- 11 **Appointments to Committees and External Organisations** (Pages 31 - 32)
To appoint members to serve on committees and to represent the Council on external organisations.

- 12 **Committee Calendar 2017-18** (Pages 33 - 37)
To approve the calendar of meetings for the Council year 2017-2018.

- 13 **Questions to the Executive**
(maximum of 40 minutes duration)

- 14 **Late items**
The Council will consider any late items as follows:
(a) Items added to the agenda papers and made available for public inspection
(b) Items that the chairman has agreed should be taken as a matter 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 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 1 (Information relating to an individual) of Part I of Schedule 12A to 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.

- 16 **Succession Planning**
(See report at agenda item 15 (pages 295 to 309) of the Cabinet agenda of 4 October 2016)

RECOMMENDED BY THE CABINET

That the Council approves the recommendations made in paras 3.1 to 3.5

inclusive of the confidential agenda 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 open proceedings of this meeting will be audio recorded and the recording will be held for one year by the council. A copy of the recording will also be retained in accordance with the council’s information and data policies. If members of the public make a representation to the meeting, they will be deemed to have consented to being audio recorded. By entering the committee room they are also consenting to being audio recorded. If members of the public have any queries regarding the audio recording of this meeting, please contact the contact for this meeting at the front of this agenda.
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)

MEMBERS

Mrs E Hamilton	Mrs G Keegan
Mrs N Graves	Mrs J Kilby
Mrs C Apel	Mrs D Knightley
Mr G Barrett	Mrs E Lintill
Mr R Barrow	Mr S Lloyd-Williams
Mr P Budge	Mr L Macey
Mr J Connor	Mr G McAra
Mr M Cullen	Mr S Morley
Mr I Curbishley	Caroline Neville
Mr T Dempster	Mr S Oakley
Mr A Dignum	Mrs P Plant
Mrs P Dignum	Mr R Plowman
Mrs J Duncton	Mr H Potter
Mr M Dunn	Mrs C Purnell
Mr J F Elliott	Mr J Ransley
Mr J W Elliott	Mr J Ridd
Mr N Galloway	Mr A Shaxson
Mr M Hall	Mrs J Tassell
Mrs P Hardwick	Mrs S Taylor
Mr R Hayes	Mr N Thomas
Mr G Hicks	Mrs P Tull
Mr L Hixson	Mr D Wakeham
Mr F Hobbs	Mrs S Westacott
Mr P Jarvis	