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A meeting of the **Cabinet** will be held in Committee Room 2 at East Pallant House Chichester on **Tuesday 11 July 2017 at 09:30**

MEMBERS: Mr A Dignum (Chairman), Mrs E Lintill (Vice-Chairman), Mr R Barrow, Mr J Connor, Mrs P Hardwick, Mrs J Kilby, Mrs S Taylor and Mr P Wilding

AGENDA

1 Chairman's Announcements

The chairman will make any specific announcements for this meeting and advise of any late items which will be given consideration under agenda item 18 (a) or (b).

Apologies for absence will be taken at this point.

2 Approval of Minutes (pages 1 to 10)

The Cabinet is requested to approve as a correct record the minutes of its meeting on Monday 19 June 2017, a copy of which is circulated with this agenda.

3 Declarations of Interests

Members are requested to make any declarations of disclosable pecuniary, personal and/or prejudicial interests which they might have in respect of matters on the agenda for this meeting.

4 Public Question Time

In accordance with Chichester District Council's scheme for public question time and with reference to standing order 6 in part 4 A and section 5.6 in Part 5 of the Chichester District Council *Constitution*, the Cabinet will receive any questions which have been submitted by members of the public in writing by 12:00 on the previous working day. The total time allocated for public question time is 15 minutes subject to the chairman's discretion to extend that period.

RECOMMENDATIONS TO THE COUNCIL

5 Approval of the Vision for Chichester City Centre (pages 11 to 15)

The Cabinet is requested to consider the agenda report and its three appendices

(contained in the first agenda supplement) and to make the following recommendations to the meeting of the Council on Tuesday 25 July 2017 namely that:

- (1) The final text of the Chichester Vision document, having been reviewed by and (if applicable) subject to amendments suggested by the Cabinet, be approved by the Council.
- (2) The Economic Development Manager, following consultation with the Leader of the Council, be delegated authority to enable minor amendments to be made to the document following any further comments from project partners.

6 Chichester District Council Annual Report for 2016-2017 (pages 16 to 17)

The Cabinet is requested to consider the agenda report and its three appendices contained in the first agenda supplement and to make the following recommendation to the meeting of the Council on Tuesday 25 July 2017 namely that:

The Annual Report for 2016-2017 be received by the Council.

7 Making the Lavant Neighbourhood Development Plan (pages 18 to 19)

The Cabinet is requested to consider the agenda report and to make the following recommendation to the Council meeting on Tuesday 25 July 2017 namely that:

That subject to a successful referendum the Council agrees to make the Lavant Neighbourhood Development Plan part of the Development Plan for Chichester District (excluding the area within the South Downs National Park).

8 South Downs National Park Authority - Development Management Agency Agreement (pages 20 to 27)

The Cabinet is requested to consider the agenda report and its three appendices contained in the first agenda supplement (the second and third appendices are confidential and exempt from publication within Part II and will be circulated to members and relevant officers only) and to make the following recommendations to the Council meeting on Tuesday 25 July 2017 namely that:

- (1) The entering into a new Agreement with the South Downs National Park Authority (SDNPA) under section 101 of the Local Government Act 1972 be approved to enable the Council to continue to provide a development management service to the SDNPA for up to three years initially until 30 September 2020 and, subject to a further report to Cabinet and Council, for a further two years up until 30 September 2022 if the arrangements are working effectively and agreeable to both authorities.
- (2) The Head of Planning Services be authorised to conclude negotiations on the Section 101 Agreement including the Service Level Agreement and related Protocols and complete the Agreement.

- (3) The proposed basis for payments set out in appendix 1 and 2 for the delivery of a development management service to the SDNPA be approved.
- (4) The recommendations from Overview and Scrutiny Committee as set out in paragraph 9.1 in the agenda report be considered.

KEY DECISIONS

9 Plot 21 Terminus Road Chichester (pages 28 to 32)

The Cabinet is requested to consider the agenda report and its two appendices contained in the first agenda supplement, the second of which is exempt from publication and has been circulated to members and relevant officers only (see agenda item 19: Exclusion of the Press and the Public) and to make the following resolution namely that:

The updated information relating to the capital cost of the project in the confidential appendix 2 and the Return on Investment (ROI) under section 8 of this report be noted and the budget to enter into a contract with the preferred contractor, contractor (A), to deliver the business unit scheme on Plot 21 Terminus Road Chichester be released.

OTHER DECISIONS

10 Appointment to the BID Board (page 33)

The Cabinet is requested to consider the agenda report and to make the following resolution namely that:

That Jane Kilby be appointed as the 'Alternative Director' (substitute member) to serve as the Council's representatives on the BID's Board

11 Chichester Market (pages 34 to 37)

The Cabinet is requested to consider the agenda report and its two appendices contained in the first agenda supplement, the second of which is exempt from publication and has been circulated to members and relevant officers only (see agenda item 19: Exclusion of the Press and the Public), and to make the following resolutions namely that:

- (1) Officers be authorised to renew the Street Trading Consent held by the current market operator for the running of the Wednesday Market for a further period of two years.
- (2) Improvements to the presentation of the market be obtained in accordance with the recommendations of the Task and Finish Group.
- (3) The Street Trading Consent do make provision for a Christmas Market to be held in the precinct for nine days in 2017 and 2018 (affecting one Wednesday market each year) and account be taken of this in the grant of a new Street Trading Consent with the possibility of an alternative trading day

to be offered in lieu of the lost Wednesdays.

12 Council Tax Reduction Scheme for 2018-2019 (pages 38 to 43)

The Cabinet is requested to consider the agenda report and its appendix and to make the following resolution namely that:

That the Head of Finance and Governance Services be authorised, following consultation with the Cabinet Member for Finance and Governance Services, to prepare and consult upon a draft 2018-2019 council tax reduction scheme options as proposed in appendix 1, to be brought back to Cabinet in November 2017 for recommendation to the Council.

13 Delivery of the Tangmere Strategic Development Location (pages 44 to 55)

The Cabinet is requested to consider the agenda report and its three appendices and to make the following resolutions namely that:

- (1) The use of the Council's compulsory purchase and associated powers (which at this stage are anticipated as likely to include but not be limited to those under the *Town and Country Planning Act 1990* and the *Local Government Act 1972*) to facilitate comprehensive development at Tangmere SDL be supported in principle, subject to the Council being satisfied that the acquisition of each interest or right to be acquired is justified in the public interest.
- (2) In conjunction with the appointed CPO advisors, work commences on the selection process to identify a suitable development partner (master developer) to deliver a masterplan for the Tangmere SDL and a subsequent scheme that delivers the comprehensive development of the Tangmere SDL in accordance with the adopted Chichester Local Plan and 'made' Tangmere Neighbourhood Development Plan.
- (3) Retention of Knight Frank (CPO Advisor), Citicentric (CPO Surveyor/non-legal advice) and Davitt Jones Bould (legal advice) to assist the Council in carrying out the above steps, subject to remaining within the overall approved budget provision for the project, be approved.
- (4) The authorisation of officers to undertake the next steps as set out in section 6 of the agenda report be approved.

14 Pallant House Gallery - Revised Articles of Association (pages 56 to 59)

The Cabinet is requested to consider the agenda report and its appendix contained in the first agenda supplement and to make the following resolution namely that:

The revised Articles of Association for Pallant House Gallery in the appendix to the agenda report be approved.

15 **Pay Policy** (pages 60 to 73)

The Cabinet is requested to consider the agenda report and its two appendices and to make the following resolution namely that:

- (1) The proposed Pay Policy Statement as outlined in appendix 1 be approved.
- (2) A comprehensive review of posts based on the Pay Policy Statement to ensure a consistent and fair pay structure be authorised.
- (3) The release of £25,000 from reserves be authorised to fund temporary staffing within the Human Resources service to support the implementation of this project.

16 **Public Spaces Protection Order - Dog Control** (pages 74 to 76)

The Cabinet is requested to consider the agenda report and its five appendices, which are contained in the first agenda supplement, and to make the following resolution namely that:

The making of the Public Spaces Protection Order - Dog Control relating to the behaviours and geographical areas set out in appendices 1 and 2 to the agenda report be authorised.

17 **Treasury Management 2016-2017 Out-turn Report** (pages 77 to 89)

The Cabinet is requested to consider the agenda report and its four appendices and to make the following resolution namely that:

The review of Treasury Management activity and performance for 2016-2017 and the final Prudential Indicators for 2016-2017 to 2021-2022 as detailed in appendix 2 to the agenda report be noted.

18 **Late Items**

- (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 will be asked if required to consider in respect of the appendices listed below whether the public including the press should be excluded from the meeting on the following ground of exemption in Schedule 12A to the *Local Government Act 1972* in each case namely Paragraph 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)) 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 aforementioned appendices are as follows:

- Appendices 2 and 3 to Agenda Item 8: South Downs National Park Authority – Development Management Agency Agreement
- Appendix 2 to Agenda Item 9: Plot 21 Terminus Road Chichester
- Appendix 2 to Agenda Item 11: Chichester Market

[**Note** These appendices within this part of the agenda is attached for members of the Council and relevant officers only (printed on salmon paper)]

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 of Chichester District Council’s *Constitution*]
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 THE CABINET

Standing Order 22.3 Chichester District Council’s *Constitution* 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.