

**JOHN WARD**  
Head of Finance and Governance Services

Contact: Graham Thrussell on 01243 534653  
Email: gthrussell@chichester.gov.uk

East Pallant House  
1 East Pallant  
Chichester  
West Sussex  
PO19 1TY  
Tel: 01243 785166  
www.chichester.gov.uk



A meeting of the **Cabinet** will be held in Committee Rooms at East Pallant House Chichester on **Monday 19 June 2017 at 10:00**

MEMBERS: Mr A Dignum (Chairman), Mrs E Lintill (Vice-Chairman), Mr R Barrow, Mr J Connor, Mrs P Hardwick, Mrs G Keegan, 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 due to special circumstances will be given urgent consideration under agenda item 12 (a) or (b).

Apologies for absence will be taken at this point.

### **2 Approval of Minutes (pages 1 to 12)**

The Cabinet is requested to approve as a correct record the minutes of its meeting on Tuesday 9 May 2017.

### **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 Chichester Local Plan Review: Timetable and Issues and Options Consultation (pages 13 to 21)**

The Cabinet is requested to consider the agenda report and its three appendices and to make the following recommendations to the special meeting of the Council at 14:00 on Monday 19 June 2017:

#### **RECOMMENDATIONS TO THE COUNCIL**

- (1) That the published Local Development Scheme 2017-2020 be amended by adding the key dates for the Local Plan Review set out in paragraph 6.3 of this report.
- (2) That the Local Plan Review Issues and Options documents presented as appendices to this report be approved for a six-week period of public consultation from 22 June to 3 August 2017.
- (3) That the Head of Planning Services be authorised following consultation with the Cabinet Member for Planning Services to make minor amendments to the consultation documents prior to their publication.

### **6 Draft Statement of Community Involvement for Public Consultation (pages 22 to 24)**

The Cabinet is requested to consider the agenda report and its appendix and to make the following recommendations to the special meeting of the Council at 14:00 on Monday 19 June 2017 namely that:

#### **RECOMMENDATIONS TO THE COUNCIL**

- (1) The Statement of Community Involvement be approved for a six-week public consultation.
- (2) Authority be delegated to the Head of Planning Services following consultation with the Cabinet Member for Planning Services to enable minor amendments to be made to the document prior to and following public consultation.

### **7 Draft Southern Gateway Masterplan for Public Consultation (pages 25 to 29)**

The Cabinet is requested to consider the agenda report and its appendix and to make the following recommendations to the special meeting of the Council at 14:00 on Monday 19 June 2017 namely that:

#### **RECOMMENDATIONS TO THE COUNCIL**

- (1) The Draft Southern Gateway Masterplan (set out in the appendix to the agenda report) be approved for public consultation.
- (2) Authority be delegated to the Head of Planning Services following

consultation with the Cabinet Member for Planning Services to make minor amendments to the document prior to public consultation.

### **KEY DECISIONS**

**8 Flexible Homeless Support Grant** (pages 30 to 32)

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

That authority be delegated to the Head of Housing and Environment Services to spend the Flexible Homelessness Support Grant in accordance with the proposals in section 5 of the report.

### **OTHER DECISIONS**

**9 Appointments to External Organisations 2017-2018** (pages 33 to 36)

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

That the representatives be appointed to serve on the external organisations for 2017-2018 as set out in the appendix to this report.

**10 Appointments to Panels and Forums and other Groups 2017-2018** (pages 37 to 41)

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

That the membership of panels and forums for 2017-2018 as set out in the appendix to this report be approved.

**11 Custom and Self-build Register** (pages 42 to 47)

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

That the adoption of a two part register with local connection and resources conditions for entry to the Part 1 Register be approved as set out in appendix 2 to the report.

**12 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

## 13 Exclusion of the Press and Public

[**Note** There are no restricted items for consideration at this meeting]

### 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.