

Chichester District Council



**CHICHESTER DISTRICT COUNCIL**

**FORWARD PLAN**

**For the period  
1 April 2020 to 31 July 2020**

**An outline of the decisions expected to be made by the Council's Cabinet**

**Published Friday 6 March 2020**

**CHICHESTER DISTRICT COUNCIL**  
**FORWARD PLAN FOR THE PERIOD 1 APRIL 2020 TO 31 JULY 2020**

This Forward Plan outlines the decisions which are expected to be made by the Council's Cabinet during the period of four months from 1 April 2020 to 31 July 2020. On occasions the timetable for reports may change due to unforeseen circumstances. Additionally the Forward Plan also identifies decisions which are likely to be taken by the Cabinet in the coming year beyond the four month period covered by the Plan.

Parts of these meetings may be held in private if the Cabinet considers it likely that there will be disclosure of confidential information or exempt information of a description specified in Part 1 of Schedule 12A to the Local Government Act 1972.

The Forward Plan includes key decisions, which are those which if taken by the Cabinet will have significant financial implications or significant impact in the District, and other decisions which may be of interest to the public.

The Forward Plan includes information on the person to contact to inspect relevant documents.

The Cabinet may also consider other documents or items which are not included in the Forward Plan due to changing circumstances.

The membership of the Cabinet is currently as follows:

Councillors Mrs E Lintill (Chairman), Mrs S T Taylor (Vice Chairman), Mr M Bell, Mr R Briscoe, Mrs N Graves, Mrs P Plant, Mr P Wilding,

The Forward Plan will be revised each month and rolled forward to the next four monthly period.

Any person who wishes to make representations about any matter in the Forward Plan should contact the report author or Democratic Services, Chichester District Council, East Pallant House, Chichester, PO19 1TY (e-mail [democraticservices@chichester.gov.uk](mailto:democraticservices@chichester.gov.uk)) at least a week before the meeting at which the decision is to be made. Any person who wishes to receive a copy of any document relevant to the matters listed in the Forward Plan should contact the same people.

If you have any general queries on the contents of the Forward Plan please contact Fiona Baker, Democratic Services Officer on 01243 534609 (e-mail [fbaker@chichester.gov.uk](mailto:fbaker@chichester.gov.uk))

Eileen Lintill  
Leader of the Council

**Topics due to be considered are as follows:**

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Date of Meeting	7 Apr 2020
Matter in respect of which the decision is to be made	<b>Boxgrove Neighbourhood Plan Decision Statement</b> To consider the Examiner's recommendations made on the Boxgrove Parish Neighbourhood Plan. The report will recommend that Cabinet agrees the Decision Statement and the Plan moves forward for referendum.
Report author	Mrs Valerie Dobson, Principal Planning Officer vdobson@chichester.gov.uk
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	Yes
Exempt?	Open

Date of Meeting	7 Apr 2020
Matter in respect of which the decision is to be made	<b>Bracklesham Bay - Options Appraisal</b> Recommendations to Cabinet of preferred option, together with PID
Report author	Mr Alan Gregory, Project Manager - Estates agregory@chichester.gov.uk
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	No
Exempt?	Open

Date of Meeting	7 Apr 2020
Date of Council Meeting	19 May 2020
Matter in respect of which the decision is to be made	<b>Increasing the provision of short stay accommodation at Freeland Close</b> Approval will be sought for the project budget to deliver the scheme and in principle decision to appoint the contractor following the tender process in order to deliver additional short stay accommodation and meet a statutory purpose.
Report author	Mrs Linda Grange, Divisional Manager for Housing lgrange@chichester.gov.uk
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	Yes
Exempt?	Fully exempt

Date of Meeting	7 Apr 2020
Matter in respect of which the	<b>New Business Opportunity - Chichester Contract Services</b>

decision is to be made	New business opportunity to provide a bin washing service available to business waste customers and residents. Approval request to fund from council reserves.
Report author	Mr Kevin Carter, Divisional Manager, CCS, Mrs Amie Huggett, Business Development Manager kcarter@chichester.gov.uk, ahuggett@chichester.gov.uk
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	No
Exempt?	Open

Date of Meeting	7 Apr 2020
Matter in respect of which the decision is to be made	<b>Selsey Neighbourhood Plan Decision Statement</b> To consider the Examiner's recommendations made on the Selsey Neighbourhood Plan. The report will recommend that Cabinet agrees the Decision Statement and the Plan moves forward for referendum.
Report author	Ms Hannah Chivers, Planning Policy Officer hchivers@chichester.gov.uk
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	Yes
Exempt?	Open

Date of Meeting	7 Apr 2020
Matter in respect of which the decision is to be made	<b>Social Prescribing</b> The Social Prescribing service is currently funded until July 2020, additional funding has been secured from new Primary Care networks to extend two of the existing posts, Cabinet are requested to contribute funding (amount to be decided) towards extending the remaining two posts.
Report author	Mrs Elaine Thomas, Wellbeing Manager ethomas@chichester.gov.uk
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	No
Exempt?	Open

Date of Meeting	5 May 2020
Matter in respect of which the decision is to be made	<b>Chichester Parks Vision Consultation</b> We are developing a vision document for 13 of our parks. This paper will set out and ask for a decision on the the consultation process for this document.

Report author	Mr Andy Howard, Open Spaces and Street Scene Manager, Miss Amy Loaring, Partnerships Officer ahoward@chichester.gov.uk, aloaring@chichester.gov.uk
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	Yes
Exempt?	Open

Date of Meeting	5 May 2020
Matter in respect of which the decision is to be made	<b>Provision of a Parking Enforcement Service</b>
Report author	Mrs Tania Murphy, Divisional Manager for Place tmurphy@chichester.gov.uk
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	No
Exempt?	

Date of Meeting	5 May 2020
Matter in respect of which the decision is to be made	<b>Westbourne Neighbourhood Plan Decision Statement</b> To consider the Examiner's recommendations made on the Westbourne Parish Neighbourhood Plan.  The report will recommend that Cabinet agrees the Decision Statement and the Plan moves forward for referendum.
Report author	Mrs Valerie Dobson, Principal Planning Officer vdobson@chichester.gov.uk
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	Yes
Exempt?	Open

Date of Meeting	7 Jul 2020
Matter in respect of which the decision is to be made	<b>Approval to Consult on Draft Air Quality Action Plan</b> Consultation on the draft Air Quality Action Plan for Chichester District.
Report author	Mr Simon Ballard, Senior Environmental Protection Officer sballard@chichester.gov.uk
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	Yes
Exempt?	Open

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Date of Meeting	7 Jul 2020
Date of Council Meeting	21 Jul 2020
Matter in respect of which the decision is to be made	<b>Corporate Plan Annual Review</b> Annual refresh of the Council's Corporate Plan and consideration of the Initial Project Proposal Documents put forward for 2019-20.
Report author	Mr Andrew Buckley, Corporate Improvement and Facilities Manager abuckley@chichester.gov.uk
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	No
Exempt?	Open

Date of Meeting	7 Jul 2020
Matter in respect of which the decision is to be made	<b>Local Cycle and Walking Infrastructure Plan</b> To report the findings of the study into cycling and walking infrastructure which will be used to support improvements to the infrastructure within the Chichester City.
Report author	Mr Simon Ballard, Senior Environmental Protection Officer sballard@chichester.gov.uk
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	Yes
Exempt?	Open

Date of Meeting	7 Jul 2020
Matter in respect of which the decision is to be made	<b>Public Space Protection Order (PSPO) Dogs draft for consultation</b> To seek approval to go to public consultation on the draft revised PSPO Dogs.
Report author	Mr Simon Ballard, Senior Environmental Protection Officer sballard@chichester.gov.uk
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	Yes
Exempt?	Open

Date of Meeting	8 Sep 2020
Matter in respect of which the	<b>Award of Contract for Insurance Services</b>



decision is to be made	Award of the Council's Insurance Service contract with associated broker contract (if necessary).
Report author	Mrs Helen Belenger, Divisional Manager for Financial Services hbelenger@chichester.gov.uk
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	Yes
Exempt?	Fully exempt

Date of Meeting	8 Sep 2020
Date of Council Meeting	22 Sep 2020
Matter in respect of which the decision is to be made	<b>Infrastructure Business Plan</b> Consider new IBP for 2021-2026 for consultation with stakeholders
Report author	Mrs Karen Dower, Principal Planning Officer (Infrastructure Planning) kdower@chichester.gov.uk
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	No
Exempt?	Open

Date of Meeting	6 Oct 2020
Matter in respect of which the decision is to be made	<b>Public Space Protection Order (PSPO) Dogs</b> To report the results of the public consultation and seek approval for the draft revised PSPO.
Report author	Mr Simon Ballard, Senior Environmental Protection Officer sballard@chichester.gov.uk
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	Yes
Exempt?	Open

Date of Meeting	3 Nov 2020
Matter in respect of which the decision is to be made	<b>Production of an Air Quality Action Plan</b> To seek resolution to consult on a new draft Air Quality Action Plan, without prejudice, for Chichester and Midhurst.
Report author	Mr Simon Ballard, Senior Environmental Protection Officer sballard@chichester.gov.uk
List of documents to be submitted to the Cabinet	Report to Cabinet

Key Decision	No
Exempt?	Open

Date of Meeting	8 Dec 2020
Matter in respect of which the decision is to be made	<b>Contaminated Land Inspection Strategy</b> To seek approval for the adoption of the revised Contaminated Land Inspection Strategy.
Report author	Mr Simon Ballard, Senior Environmental Protection Officer sballard@chichester.gov.uk
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	Yes
Exempt?	Open