

Chichester District Council



CHICHESTER DISTRICT COUNCIL

FORWARD PLAN

**For the period
1 July 2022 to 31 October 2022**

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

Published 24 May 2022

CHICHESTER DISTRICT COUNCIL
FORWARD PLAN FOR THE PERIOD 1 JULY 2022 TO 31 OCTOBER 2022

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 July 2022 to 31 October 2022. 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 R Briscoe, Mr A Dignum, Mrs P Plant, Mr A Sutton, 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) 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 Democratic Services (democraticservices@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 Jun 2022 |
| Matter in respect of which the decision is to be made | Approval of Westbourne Conservation Area Character Appraisal Following updates to the Conservation Area Appraisal and a period of public consultation, Cabinet is asked to approve the appraisal. |
| Report author | Mr Owen Broadway, Principal Conservation and Design Officer obroadway@chichester.gov.uk |
| List of documents to be submitted to the Cabinet | Report to Cabinet |
| Key Decision | No |
| Exempt? | Open |
| Date of Meeting | 5 Jul 2022 |
| Matter in respect of which the decision is to be made | Council's Annual Report 2021-22 To approve the Council's Annual Report for 2021-2022 that reports on significant achievements for the previous year and outlines key future work areas. |
| 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 | 5 Jul 2022 |
| Matter in respect of which the decision is to be made | Disposal of Land at Mill Road, Westbourne Terms of disposal of land for to the Westbourne Community Land Trust for affordable housing development. |
| Report author | Mrs Vicki McKay, Divisional Manager for Growth vmckay@chichester.gov.uk |
| List of documents to be submitted to the Cabinet | Report to Cabinet |
| Key Decision | Yes |
| Exempt? | Fully exempt |
| Date of Meeting | 5 Jul 2022 |
| Matter in respect of which the decision is to be made | WSSC Concession Contract for the Design, Installation, Service and Maintenance and Operation of Electric Vehicle Charge Points To indicate whether the Council wishes to join the WSSC Concession Contract |
| Report author | Mr Simon Ballard, Senior Environmental Protection Officer sballard@chichester.gov.uk |

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| List of documents to be submitted to the Cabinet | Report to Cabinet |
| Key Decision | No |
| Exempt? | Open |
| Date of Meeting | 6 Sep 2022 |
| Matter in respect of which the decision is to be made | Award of Contract for Electrical Services to Council Buildings including minor repairs, installation testing, capital works and planned maintenance services 2022 – 2026 The Cabinet will be asked to approve the award of a new four year contract to provide electrical services for revenue and capital projects. |
| Report author | Mrs Vicki McKay, Divisional Manager for Growth vmckay@chichester.gov.uk |
| List of documents to be submitted to the Cabinet | Report to Cabinet |
| Key Decision | Yes |
| Exempt? | Open |
| Date of Meeting | 6 Sep 2022 |
| Matter in respect of which the decision is to be made | Future of the Community Warden Service Outcomes of the Community warden review and recommendations for the future and funding arrangements for the service. |
| Report author | Ms Pam Bushby, Divisional Manager for Communities pbushby@chichester.gov.uk |
| List of documents to be submitted to the Cabinet | Report to Cabinet |
| Key Decision | No |
| Exempt? | Open |
| Date of Meeting | 6 Sep 2022 |
| Matter in respect of which the decision is to be made | Southern Gateway Progress report |
| Report author | Mrs Jane Hotchkiss, Director of Growth and Place jhotchkiss@chichester.gov.uk |
| List of documents to be submitted to the Cabinet | Report to Cabinet |
| Key Decision | No |
| Exempt? | Open |
| Date of Meeting | 6 Sep 2022 |
| Matter in respect of which the decision is to be made | Treasury Management - Outturn 2021-22 |

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| Report author | Mr Mark Catlow, Group Accountant (Technical and Exchequer) mcatlow@chichester.gov.uk |
| List of documents to be submitted to the Cabinet | Report to Cabinet |
| Key Decision | Yes |
| Exempt? | Open |
| Date of Meeting | 4 Oct 2022 |
| Matter in respect of which the decision is to be made | CCTV Review Outcome and recommendations for CCTV review |
| Report author | Ms Pam Bushby, Divisional Manager for Communities pbushby@chichester.gov.uk |
| List of documents to be submitted to the Cabinet | Report to Cabinet |
| Key Decision | No |
| Exempt? | Open |
| Date of Meeting | 1 Nov 2022 |
| Matter in respect of which the decision is to be made | Financial Strategy and Plan 2023-24 The purpose of the report is to update the Council's medium term financial strategy and action plan to help guide the management of the Council's finances, considering Government funding forecasts for the coming year and potentially future years. The key recommendations from this report will help formulate the 2023-24 budget and the level of Council Tax. Cabinet is asked to recommend to Council the following: (1) the key financial principles and actions of the five year financial strategy. (2) that the current five year Financial Model is noted. (3) that a minimum level of general fund reserves to be set, having considered the recommendations from the Corporate Governance and Audit Committee. (4) that the current resources position is noted. |
| Report author | Mr Mark Catlow, Group Accountant (Technical and Exchequer) Mrs Helen Belenger, Divisional Manager for Financial Services mcatlow@chichester.gov.uk hbelenger@chichester.gov.uk |
| List of documents to be submitted to the Cabinet | Report to Cabinet |
| Key Decision | Yes |
| Exempt? | Open |
| Date of Meeting | 6 Dec 2023 |
| Matter in respect of which the decision is to be made | Treasury Management - half year 2022-23 |

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| Report author | Mr Mark Catlow, Group Accountant (Technical and Exchequer) mcatlow@chichester.gov.uk |
| List of documents to be submitted to the Cabinet | Report to Cabinet |
| Key Decision | Yes |
| Exempt? | Open |
| Date of Meeting | 7 Feb 2023 |
| Matter in respect of which the decision is to be made | Budget Spending Plans 2023-24 To set a net budget requirement and the Council Tax for the Council for the financial year 2023-24. Key Decision - yes |
| 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? | Open |
| Date of Meeting | 7 Feb 2023 |
| Matter in respect of which the decision is to be made | Treasury Management, Investment and Capital Strategies for 2023-24 |
| Report author | Mr Mark Catlow, Group Accountant (Technical and Exchequer) mcatlow@chichester.gov.uk |
| List of documents to be submitted to the Cabinet | Report to Cabinet |
| Key Decision | Yes |
| Exempt? | Open |