

Chichester District Council



CHICHESTER DISTRICT COUNCIL

FORWARD PLAN

**For the period
1 July 2015 to 31 October 2015**

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

CHICHESTER DISTRICT COUNCIL
FORWARD PLAN FOR THE PERIOD 1 JULY 2015 TO 31 OCTOBER 2015

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 2015 to 31 October 2015. 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.

The meetings of the Cabinet due to be held during this period are, 7 July 2015, 8 September 2015 and 6 October 2015 to be held at the offices of Chichester District Council, East Pallant House, East Pallant, Chichester.

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 Mr T Dignum (Chairman), Mrs E Lintill (Vice-Chairman), Mr R Barrow, Mr B Finch, Mrs P Hardwick, Mrs G Keegan and Mrs S Taylor.

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 Member Services, Chichester District Council, East Pallant House, Chichester, PO19 1TY (e-mail memberservices@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 Katherine Jeram, Member Services Officer on 01243 534674 (e-mail kjeram@chichester.gov.uk)

Tony Dignum
Leader of the Council

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1. Date of Meeting	7 Jul 2015
2. Matter in respect of which the decision is to be made	Amendment to Staff Disciplinary Policy This procedure has been revised somewhat. This is in order to ensure that staff that are required to complete a criminal record disclosure form in connection with their job for safeguarding reasons, as they work with children and / or adults at risk, but who do not, can have this matter more straight forwardly addressed with them under the disciplinary procedure. This has been a persistent problem with some staff. These changes are in 2.3 and 2.5 of the policy and a new section (2.7).
3. Report author	Mr Tim Radcliffe, Senior Personnel Manager tradcliffe@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jul 2015
2. Matter in respect of which the decision is to be made	Amendment to Staff Flexible Working Policy We have revised the council's Flexible Working Policy to reflect current legislation, principally the Flexible Working Regulations 2014.
3. Report author	Mr Tim Radcliffe, Senior Personnel Manager tradcliffe@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jul 2015
2. Matter in respect of which the decision is to be made	Approval of Chichester District Council's Statement of Licensing Policy (Licensing Act 2003) for the period 2016 - 2021 Section 5 of the Licensing Act 2003 requires a Licensing Authority to prepare and publish its Licensing Policy at least every five years. Such a Policy must be published before the Authority carries out any function in respect of individual applications and notices made under the Act.
3. Report author	Mr Laurence Foord lfoord@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jul 2015
2. Matter in respect of	Authorised Testing Facility (ATF)

which the decision is to be made	<p>Additional funding and possible new site. Annual MOT testing of Heavy Goods Vehicles, Buses and Coaches. An income generating opportunity, £100K plus per annum, with a longevity of at least 25 years.</p> <p>The Public are likely to be excluded from any discussion at which this report is considered 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 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)) of Part I of Schedule 12A to the Local Government Act 1972.</p>
3. Report author	Mr Rod Darton, Head of Contract Services rdarton@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jul 2015
2. Matter in respect of which the decision is to be made	<p>Care Act 2014 and Revised Safeguarding Policy The Care Act published in 2014 becomes law in April 2015. The report will outline the implications for the council, amendments to the safeguarding policy and plans for staff and Member training.</p>
3. Report author	Mrs Elaine Thomas, Wellbeing Manager ethomas@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet Report to Cabinet

1. Date of Meeting	7 Jul 2015
2. Matter in respect of which the decision is to be made	<p>Carry Forward Requests Carry forward of budgets to new financial year. (Recommendation from Corporate Governance and Audit Committee)</p>
3. Report author	Mr David Cooper, Group Accountant dcooper@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jul 2015
2. Matter in respect of which the decision is to	Chichester Local Plan: Key Policies 2014-2029: Adoption

be made	To adopt the Key Policies 2014-2029
3. Report author	Mr Mike Allgrove, Planning Policy Manager mallgrove@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jul 2015
2. Matter in respect of which the decision is to be made	<p>Cleansing Staff Salaries Recruitment and retention of Heavy Goods Vehicle drivers is proving difficult. Current salary is below industry averages. A similar position exists regarding refuse collection loaders.</p> <p>The Public are likely to be excluded from any discussion at which this report is considered 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 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)) of Part I of Schedule 12A to the Local Government Act 1972.</p>
3. Report author	Mr Rod Darton, Head of Contract Services rdarton@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jul 2015
2. Matter in respect of which the decision is to be made	<p>Committee Microphone System - Audio and Webcasting Evaluation To consider whether to recommend the Council to publish online audio or video recordings of meetings</p>
3. Report author	Mrs Jane Dodsworth, Head of Business Improvement Services jdodsworth@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jul 2015
2. Matter in respect of	Development of Amenity Land

which the decision is to be made	Approval of a protocol and delegated authority for the Head of Housing and Environment Services in consultation with the Cabinet Member for Planning and Housing to permit the development of amenity sites, (subject to LSVT agreement restrictions) as considered meet the protocol and identified housing need.
3. Report author	Mrs Linda Grange, Housing Delivery Manager lgrange@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jul 2015
2. Matter in respect of which the decision is to be made	Estates Resources Establishment of budget. Approval is being sought for an Estates post, presently funded for 2 years, to be added to the establishment.
3. Report author	Mr Peter Legood, Valuation and Estates Manager plegood@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jul 2015
2. Matter in respect of which the decision is to be made	Enterprise Gateway This report will detail the latest cost estimate and viability appraisal and seek confirmation and budget allocation for the development to proceed. The Public are likely to be excluded from any discussion at which this report is considered 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 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)) of Part I of Schedule 12A to the Local Government Act 1972.
3. Report author	Mr Peter Legood, Valuation and Estates Manager plegood@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jul 2015
2. Matter in respect of which the decision is to be made	Heating and Ventilation Project Initiation Document
3. Report author	Mrs Jane Dodsworth, Head of Business Improvement Services jdodsworth@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jul 2015
2. Matter in respect of which the decision is to be made	Homelessness Strategy Recommendation from Overview and Scrutiny Committee
3. Report author	Mr Rob Dunmall, Housing Operations Manager rdunmall@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jul 2015
2. Matter in respect of which the decision is to be made	Local Development Scheme Update - To approve for publication The Local Development Scheme (LDS) sets out the programme and timetable for the preparation of various documents that make up the local Development Plan. Councils are required to make their LDS available to the public and keep it up to date. The report will update the existing LDS prior to it being put on the Council's website. (recommendation from Development Plan Panel)
3. Report author	Mrs Tracey Flitcroft, Principal Planning Officer tflitcroft@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jul 2015
2. Matter in respect of which the decision is to be made	Loxwood Neighbourhood Plan The referendum on the Loxwood Neighbourhood Plan is to be held on 25 June. A report will be made to Cabinet on the result of the referendum and, if successful, it is anticipated it will be recommended to Council to be 'made' and form part of the development plan for the area.
3. Report author	Mr Andrew Frost, Head of Planning Services

	afrost@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jul 2015
2. Matter in respect of which the decision is to be made	Midhurst Community Leisure Facilities Post Project Evaluation
3. Report author	Mrs Jane Hotchkiss, Head of Commercial Services, Mrs Sarah Peyman, Sport and Leisure Development Manager jhotchkiss@chichester.gov.uk, speyman@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jul 2015
2. Matter in respect of which the decision is to be made	Procurement of Vehicles Three new refuse collection vehicles (gross vehicle weight 26 tonnes) identified in the vehicle replacement programme.
3. Report author	Mr Rod Darton, Head of Contract Services rdarton@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jul 2015
2. Matter in respect of which the decision is to be made	Review of Pay on Foot in Car Parks Following implementation of pay on foot in the Avenue de Chartres car park.
3. Report author	Mrs Tania Murphy, Parking Services Manager tmurphy@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jul 2015
2. Matter in respect of which the decision is to be made	Review of the Internal Lettings Agency (Homefinder) (Recommendation from Overview and Scrutiny Committee)
3. Report author	Mr Rob Dunmall, Housing Operations Manager rdunmall@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

submitted to the Cabinet	
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1. Date of Meeting	7 Jul 2015
2. Matter in respect of which the decision is to be made	<p>RNLI Lifeboat Site Development, Selsey Authority sought for sale of the site.</p> <p>The Public are likely to be excluded from any discussion at which this report is considered 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 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)) of Part I of Schedule 12A to the Local Government Act 1972.</p>
3. Report author	Miss Annabelle Argent, Estates Surveyor aargent@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jul 2015
2. Matter in respect of which the decision is to be made	<p>Southbourne Neighbourhood Plan - Decision Statement To consider the Examiner's recommendations made on the Southbourne Neighbourhood Plan.</p>
3. Report author	Mrs Valerie Dobson, Neighbourhood Planning Officer vdobson@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jul 2015
2. Matter in respect of which the decision is to be made	<p>The Local Authorities (Standing Orders) (England) Regulations 2015 To recommend to the Council to amend Standing Orders to comply with the Regulations which alter the process for discipline and dismissal of the Chief Executive, Chief Financial Officer and Monitoring Officer</p>
3. Report author	Mr Paul E Over, Executive Director pover@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jul 2015
2. Matter in respect of	Tourism Strategy

which the decision is to be made	that the Council sets out a brief but clear three to five year plan which sets the aspiration, establishes the baseline information and leads the initiative required to bring partners together to develop the visitor economy under one robust and coherent strategy. (Recommendation from Overview and Scrutiny Committee)
3. Report author	Mr Steve Oates, Economic Development Manager soates@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jul 2015
2. Matter in respect of which the decision is to be made	The Future Provision of the Pest Control Service The Pest Control service has been making losses in recent years. A review has taken place and a decision is needed on the direction that the service provision will take.
3. Report author	Mr Ian Brightmore ibrightmore@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jul 2015
2. Matter in respect of which the decision is to be made	Westgate CHP Tender Returns The Public are likely to be excluded from any discussion at which this report is considered 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 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)) of Part I of Schedule 12A to the Local Government Act 1972.
3. Report author	Mr John Bacon, Building & Facility Services Manager jbacon@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jul 2015
2. Matter in respect of which the decision is to be made	Westgate Leisure Centre Customer Car Park Refunds Currently, customers using Westgate Leisure Chichester can receive a refund of up to 4 hours. This arrangement will be reviewed with the intention of reducing the refund
3. Report author	Mr Kevin McCoy, Westgate Leisure Manager kmccoy@chichester.gov.uk

4. List of documents to be submitted to the Cabinet	Report to Cabinet
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1. Date of Meeting	8 Sep 2015
2. Matter in respect of which the decision is to be made	<p>Adoption of the Community Infrastructure Levy Charging Schedule (Recommendation from the Development Plan and Infrastructure Panel)</p> <p>The adoption of the CIL Charging Schedule will bring in some additional funding from development to spend on the infrastructure to support the growth of the area in line with the new Local Plan.</p> <p>A proportion of the monies collected will be handed to the City, Town, and Parish Councils which have taken this growth to spend on infrastructure projects of their choice. There will still be a gap in funding, which will mean that other funding sources will need to be identified and projects will need to be prioritised. The projects to be funded will be identified in an Infrastructure Business Plan which will be updated each year as part of a five year rolling programme.</p>
3. Report author	Mrs Karen Dower, Planning Policy Project Manager kdower@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	8 Sep 2015
2. Matter in respect of which the decision is to be made	<p>Air Quality Action Plan for Chichester District</p> <p>The current AQAP was adopted in 2008. The redrafted report presented here reflects changes to related legislation and maturation in this policy area in terms of its integration and influence to related policy areas. It is recommended that the draft AQAP is considered for adoption by Cabinet . This will be submitted to Cabinet only if the consultation draft approved in April requires significant amendment.</p>
3. Report author	Mr Simon Ballard, Senior Environmental Protection Officer sballard@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	8 Sep 2015
2. Matter in respect of which the decision is to be made	<p>Annual Report 2014-2015</p> <p>Reporting of significant achievements and future work areas.</p>

3. Report author	Mr Joe Mildred, Corporate Policy Advice Manager jmildred@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	8 Sep 2015
2. Matter in respect of which the decision is to be made	Appointments to Pallant House Gallery Board of Directors 1 October 2015 - 30 September 2019
3. Report author	Mrs Katherine Jeram, Member Services Officer kjeram@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	8 Sep 2015
2. Matter in respect of which the decision is to be made	Housing and Environment Enforcement Policy
3. Report author	Mr Ian Brightmore ibrighmore@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	8 Sep 2015
2. Matter in respect of which the decision is to be made	Local Flood Risk Management Plan Work Plan Approval is sought from Cabinet for the prioritisation of the West Sussex County Council work plan for flood alleviation and remediation works.
3. Report author	Mr David Lowsley, Senior Engineer dlowsley@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	8 Sep 2015
2. Matter in respect of which the decision is to be made	Market and Street Trading in Chichester City Analysis of results of consultation.
3. Report author	Mr Peter Legood, Valuation and Estates Manager plegood@chichester.gov.uk

4. List of documents to be submitted to the Cabinet	Report to Cabinet
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1. Date of Meeting	8 Sep 2015
2. Matter in respect of which the decision is to be made	Parking Strategy Review
3. Report author	Mrs Tania Murphy, Parking Services Manager tmurphy@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	8 Sep 2015
2. Matter in respect of which the decision is to be made	Planning Obligation and Affordable Housing Supplementary Planning Document Post Consultation Recommendation from Development Plan and Infrastructure Panel
3. Report author	Mrs Karen Dower, Planning Policy Project Manager kdower@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	8 Sep 2015
2. Matter in respect of which the decision is to be made	Private Sector Renewal Policy To consider and approve the Policy (Recommendation from Overview and Scrutiny Committee)
3. Report author	Mr Rob Dunmall, Housing Operations Manager rdunmall@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	8 Sep 2015
2. Matter in respect of which the decision is to be made	Replacement of Telephone System - Project Initiation Document
3. Report author	Mrs Jane Dodsworth, Head of Business Improvement Services jdodsworth@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

submitted to the Cabinet	
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1. Date of Meeting	8 Sep 2015
2. Matter in respect of which the decision is to be made	Review Locally Defined Council Tax Discounts
3. Report author	Mrs Christine Christie, Revenues and Performance Manager cchristie@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	8 Sep 2015
2. Matter in respect of which the decision is to be made	Small Business Loan Scheme To establish a new loan scheme to assist entrepreneurs who have had difficulty accessing finance through traditional methods and who, through the provision of loan assistance, will consolidate and create permanent employment within the District.
3. Report author	Mr Steve Oates, Economic Development Manager soates@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	8 Sep 2015
2. Matter in respect of which the decision is to be made	Vision for Chichester City Centre - Approval of PID Description: To develop a strategic vision and/or masterplan for how the City Centre might develop over the next decade. The City and Town Centre Research project and the Street Market consultation (Estates) to inform the Vision work Expected outcome: The vision will: <ul style="list-style-type: none"> • Be a clear articulation of 'what we want Chichester to be' • Ensure that all past, current and future proposals, ideas and opportunities take account of each other to produce a cohesive approach • Consider a wide range of ideas and proposals, including a number of previous items worthy of reconsideration • Identify and articulate the opportunities for significant economic growth and job creation, and the risks of missing opportunities and stifling growth Provide the guiding principles for a new planning policy framework for the City, and form the basis of a strategy to attract inward investment into the City

3. Report author	Mr Steve Oates, Economic Development Manager soates@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	6 Oct 2015
2. Matter in respect of which the decision is to be made	Developer and Partner Charter Description: Approval and adoption of a new 'charter' to guide and encourage developers, suppliers and partners to employ and train local workers, and to use local supply chains. Expected outcomes: Increase in number of businesses procuring locally.
3. Report author	Ms Karen Neglia, Economic Development Planning Officer, Mr Steve Oates, Economic Development Manager kneglia@chichester.gov.uk, soates@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	6 Oct 2015
2. Matter in respect of which the decision is to be made	Gypsy, Traveller and Travelling Showpeople Site Allocation Development Plan Document (DPD: Issues and Options) Following an assessment of potential sites the document will include a range of options for public consultation on the provision of sites for Gypsy, Traveller and Travelling Showpeople Site Allocation Development Plan Document (DPD): Issues and Options for public consultation.
3. Report author	Mrs Tracey Flitcroft, Principal Planning Officer, Mrs Hazel Long, Gypsy and Traveller Policy Officer tflitcroft@chichester.gov.uk, hlong@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	6 Oct 2015
2. Matter in respect of which the decision is to be made	Historic Environment Action Plan/Protocol To consider and approve the Action Plan/Protocol (Recommendation from Planning Committee)
3. Report author	Miss Lone Le Vay, Design and Implementation Manager llvay@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	6 Oct 2015
2. Matter in respect of which the decision is to be made	Selsey and Chichester Conservation Areas Revised Appraisals and Recommendations
3. Report author	Miss Lone Le Vay, Design and Implementation Manager llvay@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	6 Oct 2015
2. Matter in respect of which the decision is to be made	<p>Site Allocations Development Plan Document (DPD): Consultation</p> <p>The Council is preparing a Site Allocations DPD to allocate employment sites in the Local Plan area.</p> <p>Where a Parish is not producing a neighbourhood plan or they are not progressing the neighbourhood plan for various reasons then sites for residential development will also be allocated in the DPD.</p> <p>In addition there is an option for Settlement Boundaries to be reviewed if this has not been undertaken in a neighbourhood plan.</p> <p>The consultation process is the first stage in preparation of the DPD.</p> <p>Recommendation: to approve the Site Allocations Development Plan Document for consultation</p>
3. Report author	Mrs Tracey Flitcroft, Principal Planning Officer tflitcroft@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	6 Oct 2015
2. Matter in respect of which the decision is to be made	Update on Low Carbon Chichester Fund To decide the future allocations of the fund (recommendation from the Grants and Concessions Panel)
3. Report author	Mrs Stephanie Evans, Environmental Coordinator sevans@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	3 Nov 2015
2. Matter in respect of which the decision is to be made	Avenue de Chartres Car Park - Tender Evaluation The Public are likely to be excluded from any discussion at which this report is considered 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 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)) of Part I of Schedule 12A to the Local Government Act 1972.
3. Report author	Mrs Jane Dodsworth, Head of Business Improvement Services jdodsworth@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	3 Nov 2015
2. Matter in respect of which the decision is to be made	Banking Services Contract Award of new banking and merchant provider contracts following procurement exercise
3. Report author	Mrs Helen Belenger, Accountancy Services Manager sbelenger@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Westgate Class Timetable 1

1. Date of Meeting	3 Nov 2015
2. Matter in respect of which the decision is to be made	Community Warden Service Chichester District Council continuation of 50% funding of the Community Warden Service.
3. Report author	Ms Pam Bushby, Community Interventions Manager pbushby@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	3 Nov 2015
2. Matter in respect of which the decision is to be made	Financial Management System Upgrade - Post Project Evaluation
3. Report author	Mrs Helen Belenger, Accountancy Services Manager sbelenger@chichester.gov.uk

4. List of documents to be submitted to the Cabinet	Report to Cabinet
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1. Date of Meeting	3 Nov 2015
2. Matter in respect of which the decision is to be made	Implementation of Council Tax Reduction Scheme 2016-2017
3. Report author	Mrs Chris Dring, Benefits Manager cdring@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	3 Nov 2015
2. Matter in respect of which the decision is to be made	Parking Charges 2016-2017
3. Report author	Mrs Tania Murphy, Parking Services Manager tmurphy@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	3 Nov 2015
2. Matter in respect of which the decision is to be made	Strategic and Operational Risk Management (Recommendation from Corporate Governance and Audit Committee).
3. Report author	Mrs Helen Belenger, Accountancy Services Manager sbelenger@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	1 Dec 2015
2. Matter in respect of which the decision is to be made	Authority's Monitoring Report 2015-2016
3. Report author	Mr Mike Allgrove, Planning Policy Manager mallgrove@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	1 Dec 2015
2. Matter in respect of which the decision is to be made	Determination of the Council Tax Base for 2016-2017
3. Report author	Mrs Christine Christie, Revenues and Performance Manager cchristie@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	1 Dec 2015
2. Matter in respect of which the decision is to be made	Financial Strategy and Plan 2016/17 (Recommendation from Corporate Governance and Audit Committee and recommendation to Council)
3. Report author	Mr John Ward, Head of Finance and Governance Services jward@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	1 Dec 2015
2. Matter in respect of which the decision is to be made	Leisure Management Procurement Process Update on the development of the specification and preparation for going out to tender
3. Report author	Mrs Sarah Peyman, Sport and Leisure Development Manager speyman@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	1 Dec 2015
2. Matter in respect of which the decision is to be made	Review of Members Allowances Scheme
3. Report author	Mr Philip Coleman, Member Services Manager pcoleman@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	1 Dec 2015
2. Matter in respect of which the decision is to be made	Revised Statement of Licensing Policy - Approval following Consultation Approval of revised Statement of Licensing Policy following public consultation and consideration of any comments by Alcohol and Entertainment Licensing Committee following their meeting of 21 October 2015 and recommendation to Council.
3. Report author	Mr Laurence Foord lfoord@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	

1. Date of Meeting	1 Dec 2015
2. Matter in respect of which the decision is to be made	Treasury Management Strategy 2016/17 (Recommendation from Corporate Governance and Audit Committee and recommendation to Council).
3. Report author	Mrs Helen Belenger, Accountancy Services Manager sbelenger@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	5 Jan 2016
2. Matter in respect of which the decision is to be made	Budget Spending Plans 2016-2017
3. Report author	Mr John Ward, Head of Finance and Governance Services jward@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	9 Feb 2016
2. Matter in respect of which the decision is to be made	Corporate Plan Annual Review
3. Report author	Mr Joe Mildred, Corporate Policy Advice Manager jmildred@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	9 Feb 2016
2. Matter in respect of which the decision is to be made	Council Tax Report
3. Report author	Mr John Ward, Head of Finance and Governance Services jward@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	9 Feb 2016
2. Matter in respect of which the decision is to be made	Infrastructure Business Plan
3. Report author	Mrs Karen Dower, Planning Policy Project Manager kdower@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	9 Feb 2016
2. Matter in respect of which the decision is to be made	Think Family Expansion Neighbourhoods - Tangmere Draft Action Plan
3. Report author	Ms Pam Bushby, Community Interventions Manager, Mr David Hyland, Community and Partnerships Support Manager pbushby@chichester.gov.uk, dhyland@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	8 Mar 2016
2. Matter in respect of which the decision is to be made	Think Family Expansion Programme Evaluate and report think family's outcomes in Chichester District Council 2014-16 and consider future key worker post funding options.
3. Report author	Mr Steve Hansford, Head of Community Services shansford@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	5 Apr 2016
2. Matter in respect of which the decision is to be made	The Novium Review of Business Plan (Recommendation from Overview and Scrutiny Committee)
3. Report author	Ms Cathy Hakes, Museum & Tourist Information Point Manager chakes@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet
