

Chichester District Council



CHICHESTER DISTRICT COUNCIL

FORWARD PLAN

**For the period
1 May 2024 to 31 August 2024**

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

Published 15 April 2024

CHICHESTER DISTRICT COUNCIL
FORWARD PLAN FOR THE PERIOD 1 MAY 2024 TO 31 AUGUST 2024

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 May 2024 to 31 August 2024. 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:

- Adrian Moss: Leader of the Council and Regeneration, Estates and Building Services
- Jonathan Brown: Deputy Leader and Cabinet Member for Environmental Strategy.
- Mark Chilton: Cabinet Member for Finance, Corporate Services and Chichester Contract Services
- Tracie Bangert: Cabinet Member for Communities and Wellbeing
- David Betts: Cabinet Member for Housing and Revenue and Benefits
- Bill Brisbane: Cabinet Member for Planning
- Jess Brown-Fuller: Cabinet Member for Culture and Events.
- Harsha Desai: Cabinet Member for Growth and Place

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 (e-mail democraticservices@chichester.gov.uk)

Adrian Moss
Leader of the Council

Topics due to be considered are as follows:

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Date of Meeting	14 May 2024
Matter in respect of which the decision is to be made	Chalk Stream Resilience Project To determine a request from the Arun and Rother Rivers Trust for funding towards a three-year project to protect the Ems, Hambrook and Lavant through catchment wide enhancements
Report author	Mr Tom Day, Environmental Strategy Manager tday@chichester.gov.uk
Cabinet Member	Deputy Leader of the Council and Cabinet Member for Environmental Strategy (Jonathan Brown)
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	Yes
Exempt?	Open
Date of Meeting	14 May 2024
Matter in respect of which the decision is to be made	Custom and Self Build
Report author	Ms Louise Williams, Housing Enabling Officer lowilliams@chichester.gov.uk
Cabinet Member	Cabinet Member for Housing and Revenue and Benefits (David Betts)
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	No
Exempt?	
Date of Meeting	14 May 2024
Matter in respect of which the decision is to be made	Environmental Enforcement Contract Tender Invite and Fixed Penalty Rates To seek approval to invite tenders for a commercial concession contract for the provision of 'environmental enforcement services' and to increase Fixed Penalty Notice (FPN) rates and publish additional FPN and PCN rates.
Report author	Mr Simon Ballard, Senior Environmental Protection Officer sballard@chichester.gov.uk
Cabinet Member	Deputy Leader of the Council and Cabinet Member for Environmental Strategy (Jonathan Brown)
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	No
Exempt?	Open
Date of Meeting	14 May 2024
Matter in respect of which the decision is to be made	Ice Rink Procurement Review the returns of the ice rink procurement exercise and appointment of contractor. Recommend to Council release of funding for the contract award.

Report author	Mrs Sarah Peyman, Divisional Manager for Culture speyman@chichester.gov.uk
Cabinet Member	Cabinet Member for Culture and Events (Jess Brown-Fuller)
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	Yes
Exempt?	Part exempt Financial information relating to procurement exercise
Date of Meeting	14 May 2024
Matter in respect of which the decision is to be made	Policy on seeking waivers in designated rural areas.
Report author	Ms Louise Williams, Housing Enabling Officer lowilliams@chichester.gov.uk
Cabinet Member	Cabinet Member for Housing and Revenue and Benefits (David Betts)
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	No
Exempt?	
Date of Meeting	14 May 2024
Matter in respect of which the decision is to be made	Proposed Rent Review for 2-3 East Street, Chichester Outcome of 2023 rent review is above Officers delegated authority.
Report author	Mr Kevin Gillett, Valuation and Estates Manager kgillett@chichester.gov.uk
Cabinet Member	Cabinet Member for Growth and Place (Harsha Desai)
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	Yes
Exempt?	Fully exempt The details contained within this report are commercially sensitive.
Date of Meeting	11 Jun 2024
Matter in respect of which the decision is to be made	Award of Contract for Electrical Services to Council Buildings 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	Mr Richard Hawes, Asset Manager rhawes@chichester.gov.uk
Cabinet Member	Cabinet Member for Growth and Place (Harsha Desai)
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	No

Exempt?	Open
Date of Meeting	11 Jun 2024
Matter in respect of which the decision is to be made	Pallant House Gallery Conservation Management Plan Consideration of the policy recommendations from the Conservation Management Plan.
Report author	Mrs Vicki McKay, Divisional Manager for Growth vmckay@chichester.gov.uk
Cabinet Member	Cabinet Member for Growth and Place (Harsha Desai)
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	No
Exempt?	Open
Date of Meeting	11 Jun 2024
Matter in respect of which the decision is to be made	Panel and Outside Body Annual Appointments
Report author	Mr Nicholas Bennett, Divisional Manager for Democratic Services nbennett@chichester.gov.uk
Cabinet Member	Leader of the Council and Cabinet Member for Regeneration and Property (Adrian Moss)
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	No
Exempt?	Open
Date of Meeting	9 Jul 2024
Matter in respect of which the decision is to be made	Council Annual Report 2023-24 To approve the Council's Annual Report for 2023-24 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
Cabinet Member	Leader of the Council and Cabinet Member for Regeneration and Property (Adrian Moss)
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	No
Exempt?	Open
Date of Meeting	9 Jul 2024
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
Cabinet Member	Leader of the Council and Cabinet Member for Regeneration and

	Property (Adrian Moss)
List of documents to be submitted to the Cabinet	Report to Cabinet
Key Decision	No
Exempt?	Part exempt