

Chichester District Council



**CHICHESTER DISTRICT COUNCIL**

**FORWARD PLAN**

**For the period  
1 June 2016 to 30 September 2016**

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

**CHICHESTER DISTRICT COUNCIL**  
**FORWARD PLAN FOR THE PERIOD 1 JUNE 2016 TO 30 SEPTEMBER 2016**

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 June 2016 to 30 September 2016. 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 June 2016, 12 July 2016 and 6 September 2016 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 A Dignum (Chairman), Mrs E Lintill (Vice-Chairman), Mr P R Barrow, Mr B A Finch, Mrs G Keegan, Mrs P A Hardwick and Mrs S T 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](mailto: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](mailto:kjeram@chichester.gov.uk))

Tony Dignum  
Leader of the Council

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

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1. Date of Meeting	7 Jun 2016
2. Matter in respect of which the decision is to be made	<b>Appointments to Outside Bodies</b> Approval of the appointments to external organisations.
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	7 Jun 2016
2. Matter in respect of which the decision is to be made	<b>Appointments to Panels and Forums</b> Approval of the memberships for panels and forums for 2016-2017.
3. Report author	Mrs Bambi Jones, Principal Scrutiny Officer pcoleman@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jun 2016
2. Matter in respect of which the decision is to be made	<b>Birdham, Tangmere and Wisborough Green Neighbourhood Plans</b> To consider the results of the referendums to be held on 5 May 2016 and, if appropriate, to recommend to Council to 'make' the Birdham, Tangmere and Wisborough Green Neighbourhood Plans.
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 Jun 2016
2. Matter in respect of which the decision is to be made	<b>Chichester Conservation Area Character Appraisal and Management Proposals</b> (a) To approve the revised conservation area character appraisal and management proposals document as a material consideration in planning decisions;  (b) To approve the revisions to the boundary of the conservation area; and

	(c) Approve the Implementation of immediate and non-immediate Article 4 Directions covering the whole conservation area including additional areas designated.
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	7 Jun 2016
2. Matter in respect of which the decision is to be made	<b>Chichester Wellbeing</b> Cabinet are recommended to accept the new agreement with West Sussex County Council to deliver a Wellbeing service and agree the business plan.
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

1. Date of Meeting	7 Jun 2016
2. Matter in respect of which the decision is to be made	<b>Compulsory Purchase Order (CPO) Tangmere Strategic Development Location</b> The report will lay out the options for the CPO of the land at Tangmere for the development of the Strategic Development Location in line with the requirements of the Local Plan.
3. Report author	Ms Tracey Flitcroft, Principal Planning Policy Officer (Local Planning) tflitcroft@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jun 2016
2. Matter in respect of which the decision is to be made	<b>Chidham and Hambrook Village Hall - Allocation of £70,000 Section 106 Agreement Community Facilities Monies</b> To seek allocation of £70,000 S106 Community Facilities monies to the Chidham and Hambrook Village Hall for disabled access to the first floor of their building. A report on 6 October 2015 agreed the allocation of NHB to the project, but the allocation of the S106 was awaiting the completion of the tendering exercise (completed April 2016).

3. Report author	Mr David Hyland, Community and Partnerships Support Manager dhyland@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jun 2016
2. Matter in respect of which the decision is to be made	<b>Plot 21, Terminus Road, Chichester</b> To authorise a revised scheme for the project.
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 Jun 2016
2. Matter in respect of which the decision is to be made	<b>Selsey Conservation Area Character Appraisal and Management Proposals</b> (a) Approve the revised conservation area character appraisal and management proposals document as a material consideration in planning decisions; (b) To approve the revisions to the boundary of the Selsey conservation area; (c) To agree the designation of a new conservation area at East Selsey; (d) To approve the conservation area character appraisal and management consideration in planning decisions; and (e) Approve the implementation of immediate and non-immediate Article 4 Directions covering both the Selsey, including additional areas designated, and new East Selsey conservation areas.
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	7 Jun 2016
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2. Matter in respect of which the decision is to be made	<b>Selsey Haven: Report of Technical Feasibility Study</b> Description: Subject to the outcome of the feasibility study, the project aims to build a small harbour near East Beach, Selsey including associated business units, to provide fisheries protection, economic opportunities, flood protection and a visitor focus on the Manhood Peninsula. Expected outcome: A secure and expanding inshore fishing industry. A place where Selsey businesses can grow; and where residents and visitors can find good cultural, leisure and sporting activities.
3. Report author	Mr George Smith, Business Support Officer Gsmith@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jun 2016
2. Matter in respect of which the decision is to be made	<b>Site Allocations Development Plan Document (DPD): Approval of Statutory Public Consultation - Further Sites</b> The Council is preparing a Site Allocations DPD to allocate employment sites in the Local Plan area. 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.  Following public consultation in January/February 2016 there are a number of potential new sites which should be consulted on. This is prior to the DPD being amended for Proposed Submission later in the year.  <i>Recommendation: to approve new sites for consultation prior to their potential inclusion in the Site Allocations Development Plan Document.</i>
3. Report author	Ms Tracey Flitcroft, Principal Planning Policy Officer (Local Planning) tflitcroft@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jun 2016
2. Matter in respect of which the decision is to be made	<b>Southern Gateway: PID and Masterplan Specification</b>



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 Jun 2016
2. Matter in respect of which the decision is to be made	<b>The Novium Annual Report</b>
3. Report author	Mrs Jane Hotchkiss, Head of Commercial Services, Ms Cathy Hakes, Novium Museum & Tourist Information Centre Manager jhotchkiss@chichester.gov.uk, chakes@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Jun 2016
2. Matter in respect of which the decision is to be made	<b>Tourism Strategy - Update Report and Project Initiation Document</b> 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 Stephen 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 Jun 2016
2. Matter in respect of which the decision is to be made	<b>West Sussex Joint Minerals Local Plan Draft</b> West Sussex County Council and the South Downs National Park Authority are working in partnership to prepare a new Joint Minerals Local Plan for West Sussex. This will replace the existing Minerals Local Plan (2003).  The Draft Plan is out for consultation until the 17 June 2016. The report will set out any suggested comments.
3. Report author	Ms Tracey Flitcroft, Principal Planning Policy Officer (Local Planning) tflitcroft@chichester.gov.uk

4. List of documents to be submitted to the Cabinet	Report to Cabinet
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1. Date of Meeting	12 Jul 2016
2. Matter in respect of which the decision is to be made	<p><b>Adoption of Public Spaces Protection Order ('PSPO') for Chichester District - Consultation Results</b></p> <p>To report back on the responses to public consultation undertaken during April/May 2016 on the Council's proposed adoption of a Public Spaces Protection Order ('PSPO') and to approve, or otherwise, the adoption of a PSPO based on that evidence.</p> <p>Approve the Head of Housing and Environment to undertake the necessary statutory publicity and notification requirements associated with the making of the PSPO.</p>
3. Report author	Mr Nicholas Bennett, Litigation Lawyer, Mr Laurence Foord, Licensing Manager nbennett@chichester.gov.uk, lfoord@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	12 Jul 2016
2. Matter in respect of which the decision is to be made	<p><b>Annual Report 2015-2016</b></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	12 Jul 2016
2. Matter in respect of which the decision is to be made	<p><b>Avenue de Chartres Car Park - Tender Evaluation</b></p> <p>Details of the works tenders to be reported for final decision on the content of the works confirmation of the contract sum and award of contract for refurbishment works to a preferred contractor.</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</p>

	(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	12 Jul 2016
2. Matter in respect of which the decision is to be made	<p><b>Chichester BID</b></p> <p>This project will broadly run across two phases. Phase 1 will initially focus on determining whether or not CDC wishes to support renewing Chichester BID for a further term of five years. The subsequent work to be undertaken in Phase 2 of the project will depend on the outcome of Phase 1.</p> <p>Expected outcome:</p> <ul style="list-style-type: none"> <li>- A decision regarding the future of the BID;</li> <li>- The completion of the BID ballot process; and</li> <li>- Alternative delivery mechanism if the BID is not successful.</li> </ul> <p>(Recommendation from Special Overview and Scrutiny Committee)</p>
3. Report author	Mr Stephen 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	12 Jul 2016
2. Matter in respect of which the decision is to be made	<p><b>Chichester in Partnership's Community Strategy</b></p> <p>The current sustainable community strategy has been in place since 2009 and has never been revised. Chichester in Partnership in December 2015 agreed to do a "light touch" review of the document which has been completed and they are asking for the Council to adopt this revised strategy. (Recommendation to Council)</p>
3. Report author	Miss Amy Loaring, Partnerships Officer

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

1. Date of Meeting	12 Jul 2016
2. Matter in respect of which the decision is to be made	<p><b>Chichester Vision</b>  To develop a strategic vision for how the City Centre might develop over the next 20 years. The City and Town Centre Research project and the Visitor Economy strategy project to inform the Vision work The vision will:</p> <ul style="list-style-type: none"> <li>- Be a clear articulation of ‘what we want Chichester to be;</li> <li>- Ensure that all past, current and future proposals, ideas and opportunities take account of each other to produce a cohesive approach;</li> <li>- Consider a wide range of ideas and proposals, including a number of previous items worthy of reconsideration;</li> <li>- Identify and articulate the opportunities for significant economic growth and job creation, and the risks of missing opportunities and stifling growth; and</li> <li>- 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.</li> </ul> <p>Expected outcomes:  Key project outcomes and potential outcome measures are as detailed in sections 4.2 And 4.3 of the PID.</p> <p>(Recommendation from Overview and Scrutiny Committee)</p>
3. Report author	Mr Stephen 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	12 Jul 2016
2. Matter in respect of which the decision is to	<b>Constitution Update</b>

be made	To approve various amendments to the Council's Constitution. (Recommendation to Council)
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	12 Jul 2016
2. Matter in respect of which the decision is to be made	<p><b>Development Contributions Towards A27 Chichester Bypass - Next Steps</b></p> <p>(a) To report back on the responses to public consultation undertaken in February/March 2016 on the Council's proposed approach for securing <i>development</i> contributions to mitigate additional traffic impacts on the A27 Chichester Bypass.</p> <p>(b) To seek Cabinet endorsement for further steps following the consultation. Depending on the outcome of the consultation, this may involve a recommendation to Council to formally amend the Planning Obligations &amp; Affordable Housing Supplementary Planning Document (SPD) to enable the Council to implement a proposed approach to ensure that development contributions are provided towards the A27 Bypass.</p>
3. Report author	Mr Robert Davidson, Principal Planning Policy Officer (Strategic Planning) rdavidson@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	12 Jul 2016
2. Matter in respect of which the decision is to be made	<p><b>Devolution Report</b></p> <p>This report seeks authority to proceed with the devolution proposals for the Three Southern Counties – East and West Sussex and Surrey County Councils and all of the District and Borough Councils that fall within their boundaries. The report sets out the legal framework for a governance review, the principles that will apply and the considerations that each authority will be asked to examine as governance options are</p>

	<p>examined.</p> <p>Cabinet is asked to recommend to Council the following:</p> <p>(1) That the Council endorses formal submission to the Government as a devolution proposition which this council wishes to be party to;</p> <p>(2) That the Council delegates to Leader of the Council the authority to negotiate with the other authorities and with the Government a devolution deal based on those proposals;</p> <p>(3) That the Council endorses a plan to undertake a review of governance arrangements that would be required to enable the authorities to discharge the powers they seeks to be devolved;</p> <p>(4) That the Council endorses the proposals for the establishment of arrangements for collective decision making as interim arrangements pending the conclusion of the review of governance; and</p> <p>(5) That the Council receive a report on the outcome of the governance review in the Autumn with a view to deciding whether to adopt new governance arrangements</p> <p>(Recommendation to Council)</p>
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	12 Jul 2016
2. Matter in respect of which the decision is to be made	<p><b>Overarching Investment Opportunities Protocol</b></p> <p>This report describes proposals for implementing an investment strategy to preserve and improve the financial and other resources available to the Council. The strategy aims to generate revenue income from capital investment, and adopts the principles incorporated in the Council's corporate Asset Management Plan in respect of land and property transactions. However, as well as land and property, the strategy is open to other forms of investment</p>

	<p>opportunity to the extent that they support and promote other Council policies, plans and priorities.</p> <p>To fund investment opportunities as they arise, the investment strategy will draw upon the newly established Investment Opportunities Reserve, supplemented by other available sources of internal and external finance, to the extent that it is necessary to realise approved investments.</p>
3. Report author	Mr Tony Jackson, Acting Group Accountant (Technical & Exchequer) tjackson@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	12 Jul 2016
2. Matter in respect of which the decision is to be made	<b>Pallant House Gallery - Major Repairs and External Decoration Works</b>
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	12 Jul 2016
2. Matter in respect of which the decision is to be made	<p><b>Shared Services - Business Case</b></p> <p>To consider the business case for the sharing of the following support services with Arun District Council and Horsham District Council</p> <p>ICT HR Customer Services Legal Audit Revenues and Benefits Transactional Finance</p> <p>(Recommendation from Overview and Scrutiny Committee)</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
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1. Date of Meeting	12 Jul 2016
2. Matter in respect of which the decision is to be made	<b>Road Space Audit</b>
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	12 Jul 2016
2. Matter in respect of which the decision is to be made	<b>Rugby Club Car Park, Oaklands Park, Chichester</b> Amendment to the Council's Off-Street Parking Order to include the Rugby 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	12 Jul 2016
2. Matter in respect of which the decision is to be made	<b>The Novium Museum Options Appraisal</b> Cabinet to consider the findings of the options appraisal of the current museum service management.  To identify options for delivery of the museum and recommend preferred model for future delivery of The Novium.  (Recommendation from Overview and Scrutiny Committee)
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	6 Sep 2016
2. Matter in respect of which the decision is to	<b>Compulsory Purchase Order (CPO) Tangmere Horticultural Development Area</b>



be made	The report will lay out the potential options for the CPO of land at Tangmere for the development of the Horticultural Development Location.
3. Report author	Ms Tracey Flitcroft, Principal Planning Policy Officer (Local Planning) tflitcroft@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	6 Sep 2016
2. Matter in respect of which the decision is to be made	<b>Deficit Reduction Strategy</b> This will lay out the options for further cost savings.
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	6 Sep 2016
2. Matter in respect of which the decision is to be made	<b>Disposal of The Grange Development Site, Midhurst</b> A report to Cabinet to recommend a preferred bidder for the Grange development site at Midhurst, following updated marketing of the site.  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 Vicki McKay, Deputy Estates and Valuation Manager vmckay@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	6 Sep 2016
2. Matter in respect of which the decision is to	<b>Government and Local Staff Pay Scales</b> Living wage, recruitment and retention issues and

<p>be made</p>	<p>options to address implications. This report relates to the work on staff pay undertaken by officers following the South East Employers (SEE) report on benchmarking and other pay issues. The SEE report shows that for some posts the Council is paying below the average paid by comparable authorities. Some services and posts are particularly affected by this and this can impact on staff recruitment and retention, especially at professional officer level. The committee report will also address the impact of the new mandatory National Living Wage (£7.20 per hour for staff aged over 25 from 1<sup>st</sup> April 2016, increasing to a minimum of £9 per hour by 2020) as it is applied over the next 5 years both in cost terms and how it will affect the Council's grading structure.</p> <p>Cabinet is asked to recommend to Council a comprehensive review of pay scales.</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 4 (Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority) of Part I of Schedule 12A to the Local Government Act 1972.</p>
<p>3. Report author</p>	<p>Mrs Jane Dodsworth, Head of Business Improvement Services jdodsworth@chichester.gov.uk</p>
<p>4. List of documents to be submitted to the Cabinet</p>	<p>Report to Cabinet</p>

<p>1. Date of Meeting</p>	<p>6 Sep 2016</p>
<p>2. Matter in respect of which the decision is to be made</p>	<p><b>Highways England A27 Chichester Improvement Consultation</b> The A27 Chichester Improvement is a committed scheme in the Government's Roads Programme for the period 2015-2020. Highways England have been undertaking work to review a range of potential options (both online and offline). A 6-week public consultation on the options will be undertaken in March/April 2016, during which the local public and wider communities will be able to give their views. Announcement of the</p>

	<p>preferred route is currently scheduled for summer 2016.</p> <p>The Cabinet report will seek an agreed Council response to the Highways England consultation.</p> <p>(Recommendation to Council)</p>
3. Report author	Mr Robert Davidson, Principal Planning Policy Officer (Strategic Planning) rdavidson@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	6 Sep 2016
2. Matter in respect of which the decision is to be made	<b>Historic Environment Action Plan/Protocol</b>
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 Sep 2016
2. Matter in respect of which the decision is to be made	<b>Surface Water and Drainage Supplementary Planning Document for Adoption</b>
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	4 Oct 2016
2. Matter in respect of which the decision is to be made	<p><b>Chichester Harbour AONB Supplementary Planning Document (SPD): Consultation</b></p> <p>The Council in conjunction with the Chichester Harbour Conservancy is preparing a Chichester Harbour Policies Supplementary Planning Document (SPD). The SPD will be based on the policies contained within the Chichester Harbour Area of Outstanding Natural Beauty Management Plan 2014-2029. By including them in a planning document it will give them more weight. The consultation process is part of the</p>

	<p>preparation of the SPD.</p> <p><b>Recommendation:</b> to approve the Chichester Harbour Area of Outstanding Natural Beauty Management Plan 2014-2029 for consultation (Recommendation to Council)</p>
3. Report author	Ms Sue Payne, Planning Policy Officer spayne@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	4 Oct 2016
2. Matter in respect of which the decision is to be made	<p><b>Chichester in Partnership - Choose Work Project</b> Request to Cabinet to support the continuation (and probable expansion) of the Choose Work project for three years from January 2016 and, in the event that further external funding cannot be sourced, to provide additional funding of c. £70,000 from the New Homes Bonus. (Cabinet previously approved funding of £30,000 for three years from January 2015. By January 2016, £10,000 will have been spent, leaving £20,000. With additional funding of £70,000, this will cover the project costs of c. £30,000pa for three years).</p> <p>(Recommendation from Overview and Scrutiny Committee)</p>
3. Report author	
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	4 Oct 2016
2. Matter in respect of which the decision is to be made	<p><b>Post Project Evaluation report on the Completion of the Proposed Multi-agency Agreement for the Management of Encampments across West Sussex and the Provision of a Transit Site.</b> Brief summary: The report will provide a summary of the challenges faced in delivering the building project and financial costs with reference to the Partners included in the project and government grant funding provided. However, the primary focus will be on the outcomes contained in the original PID relating to the control of Unauthorised Encampments in West Sussex since the opening of the site at Westhampnett.</p>

	<p>Recommendation: To receive the recommendations provided by OSC and approve the report.</p> <p>(Recommendation from Overview and Scrutiny Committee) (Recommendation to Council)</p>
3. Report author	Mr John Bacon, Building & Facility Services Manager, Mr Steve Hansford, Head of Community Services jbacon@chichester.gov.uk, shansford@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	4 Oct 2016
2. Matter in respect of which the decision is to be made	<b>Infrastructure Business Plan - Consultation</b>
3. Report author	Mrs Karen Dower, Principal Planning Policy Officer (Infrastructure Planning) kdower@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	4 Oct 2016
2. Matter in respect of which the decision is to be made	<b>Review of Locally Defined Council Tax Discounts</b>
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 Nov 2016
2. Matter in respect of which the decision is to be made	<b>Car Park Charges 2017/18</b>
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	1 Nov 2016
2. Matter in respect of which the decision is to be made	<b>Implementation of Council Tax Reduction Scheme 2017/18</b>
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	6 Dec 2016
2. Matter in respect of which the decision is to be made	<b>Determination of the Council Tax Base for 2017-2018</b> To set the Council Tax base for 2017/18 The tax base is effectively an estimate of the number of council tax dwellings in the district. This is adjusted for the effect of the discounts and exemptions, properties being in different valuation bands expressed as the number of band D equivalent dwellings in the district. This figure is then adjusted for the assumed collection rate.
3. Report author	Mrs Christine Christie, Revenues and Performance Manager christie@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	6 Dec 2016
2. Matter in respect of which the decision is to be made	<b>Financial Strategy and Plan 2017/18</b> The purpose of this report is to update the Council's financial strategy and action plan to help guide the management of the Council's finances during a period of diminishing resources, and to build upon the work already achieved in this area in previous years.  The key recommendations from this report will help to formulate the 2017-18 budget, and level of Council Tax.
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	6 Dec 2016
2. Matter in respect of which the decision is to	<b>Recycling Action Plan</b> Review the proposed options.

be made	
3. Report author	Mr Bob Riley, Contracts Manager briley@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	6 Dec 2016
2. Matter in respect of which the decision is to be made	<b>Review of CCTV Assets, Functions and Costs</b> To consider how to provide the service more efficiently. Consider data on the use of CCTV in prosecutions and reducing crime.  (Recommendation from Overview and Scrutiny Committee)
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	6 Dec 2016
2. Matter in respect of which the decision is to be made	<b>Site Allocation Development Plan Document: Preferred Approach</b>
3. Report author	Mr Mike Allgrove, Planning Policy Conservation and Design Service Manager mallgrove@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Feb 2017
2. Matter in respect of which the decision is to be made	<b>Draft Tourism Strategy</b> Town and City Centre research to be undertaken as a result of Initial Project Proposal Document agreed by Cabinet January 2015.  (Recommendation from Overview and Scrutiny Committee)
3. Report author	Mr Stephen 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 Feb 2017
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2. Matter in respect of which the decision is to be made	<b>Financial Management System Upgrade - Post Project Evaluation</b> To receive a review of how the project has performed following implementation of the upgrade.
3. Report author	Mrs Helen Belenger, Accountancy Services Manager hbelenger@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet

1. Date of Meeting	7 Feb 2017
2. Matter in respect of which the decision is to be made	<b>Parking Strategy Review</b> The Chichester District Car Park Strategy 2010 – 2020 sets out the principles and vision for the provision of parking by the authority. It is considered that now is a good time to review and re-fresh this document, to enable changes which have been seen over recent years to be considered and to allow consideration of emerging policies and strategies to be included. Links to other projects – such as the Road Space Audit and Smarter Choices – will also be considered. The document will be considered first by the Chichester District Parking Forum and is being submitted to Cabinet for final agreement.  (Recommendation from Overview and Scrutiny Committee)
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	9 Mar 2017
2. Matter in respect of which the decision is to be made	<b>Chichester Harbour Supplementary Planning Document Adoption</b>
3. Report author	Mr Mike Allgrove, Planning Policy Conservation and Design Service Manager mallgrove@chichester.gov.uk
4. List of documents to be submitted to the Cabinet	Report to Cabinet