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A meeting of the **Cabinet** will be held in Committee Room 2 at East Pallant House East Pallant Chichester West Sussex on **Tuesday 5 February 2019** at **09:30**

MEMBERS: Mr A Dignum (Chairman), Mrs E Lintill (Vice-Chairman), Mr R Barrow, Mr J Connor, Mrs J Kilby, Mrs S Taylor and Mr P Wilding

## **AGENDA**

### **PRELIMINARY MATTERS**

#### **1 Chairman's Announcements**

The chairman will:

- make any specific announcements for this meeting and
- advise of any late items for consideration under agenda item 14 (a) or (b)

Apologies for absence will be taken at this point.

#### **2 Approval of Minutes (pages 1 to 22)**

The Cabinet is requested to approve as a correct record the minutes of its meeting on Tuesday 8 January 2019, a copy of which is circulated with this agenda.

#### **3 Declarations of Interests**

Members will make any declarations of disclosable pecuniary, personal and/or prejudicial interests which they have in respect of matters on the agenda for this meeting.

#### **4 Public Question Time**

In accordance with Chichester District Council's scheme for public question time and with reference to standing order 6 in part 4 A and section 5.6 in Part 5 of the Chichester District Council Constitution, the Cabinet will receive any questions which have been submitted by members of the public in writing by 12:00 on the previous working day. The total time allocated for public question time is 15 minutes subject to the chairman's discretion to extend that period.

## RECOMMENDATIONS TO COUNCIL

### 5 **Budget Spending Plans 2019-2020** (pages 23 to 30)

The Cabinet is requested to consider the agenda report and its four appendices in the agenda supplement and to make the recommendation to the Council and the resolution set out below:

#### **A – RECOMMENDATION TO THE COUNCIL**

That:

- (a) That a net budget requirement of £13,829,600 for 2019-20 be approved.
- (b) That Council tax be increased by £5 from £155.81 to £160.81 for a band D equivalent in 2019-2020.
- (c) That the Investment Opportunities Reserve be increased by £532,500.
- (d) That, should the final settlement differ from the provisional settlement, any increase or decrease be dealt with by adjusting the transfer to the Investment Opportunities Reserve above.
- (e) The capital programme, including the asset renewal programme (appendix 1c and 1d to the agenda report) be approved.

#### **B - RESOLUTION BY THE CABINET**

That (a) the current resources position as set out in appendix 2 to the agenda report and (b) the budget variances included in the Draft Budget Spending Plan as set out in appendix 1b to the agenda report including the growth items be noted.

### 6 **City Centre Upgrade of CCTV** (pages 31 to 33)

The Cabinet is requested to consider the agenda report and its appendix in the agenda supplement and to make the following resolution and also the recommendations to the Council:

#### **A – RESOLUTION BY THE CABINET**

That the PID in the appendix to the agenda report to roll together six years (2017-2023) of Asset Renewal Programme (ARP) funding for CCTV to enable an upgrade of 11 city centre cameras and the reinstatement of two cameras in Avenue de Chartres be approved.

#### **B – RECOMMENDATION TO THE COUNCIL**

That the release of £165,000 from reserves be approved.

**7 Draft Treasury Management Strategy 2019-2020 (pages 35 to 39)**

The Cabinet is requested to consider the agenda report and its six appendices in the agenda supplement and to make the following recommendation to the Council:

**RECOMMENDATION TO THE COUNCIL**

That the Council approves:

- (a) The Treasury Management Policy Statement, the Treasury Management Strategy Statement and Investment Strategy for 2019-2020, incorporating the temporary limits established in appendix 6 to the agenda report.
- (b) Chichester District Council's capital strategy for 2019-20 to 2023-24.
- (c) The prudential indicators and limits for 2019-2020 included in appendix 2 of the report.
- (d) The investigation by officers whether to set an indicator to measure the proportionality of commercial income generated by Chichester District Council and, if so, to recommend a suitable indicator for inclusion in Chichester District Council's 2020-2021 treasury strategy.

**KEY DECISIONS**

NONE

**OTHER DECISIONS**

**8 Authority's Monitoring Report 2017-2018 (pages 41 to 46)**

The Cabinet is requested to consider the agenda report and its appendix in the agenda supplement and to make the following resolution:

**RESOLUTION BY THE CABINET**

That the publication of the Authority's Monitoring Report 2017-2018 on Chichester District Council's website be approved.

**9 Award of Coastal Maintenance Contract 2019-2020 (pages 47 to 51)**

The Cabinet is requested to consider the agenda report and its confidential exempt\* appendix provided to members and relevant officers only and to make the following resolution:

**RESOLUTION BY THE CABINET**

- (1) That the contract for the maintenance and enhancement of coast protection assets for the period 1 April 2019 to 31 March 2022 is awarded to

Contractor A.

- (2) That authority be delegated to the Director of Planning and Environment, following consultation with the Cabinet Member for Environment Services, to extend the contract by mutual agreement for a further two years should the contractor performance meet Chichester District Council requirements.

\*[**Note** As stated in respect of this appendix in agenda item 15 below (Exclusion of the Press and Public), the ground for excluding the public and press during this item if the appendix were to be discussed is that it would be likely that there would be a disclosure to them 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]

10 **Novium Business Plan Update** (pages 53 to 56)

The Cabinet is requested to consider the agenda report and its appendix in the agenda supplement and to make the following resolution:

**RESOLUTION BY THE CABINET**

That the Business Plan in the appendix to the agenda report for the Novium Museum and Tourist Information Services be approved.

11 **Revisions to the Section 106 and CIL Protocol** (pages 57 to 59)

The Cabinet is requested to consider the agenda report and its appendix in the agenda supplement and to make the following resolution:

**RESOLUTION BY THE CABINET**

- (1) That the revisions to the Section 106 and CIL Protocol as set out in the appendix to the agenda report be approved.
- (2) That authority be delegated to the Grants and Concessions Panel to decide how to distribute the existing and any future 'orphaned' section 106 interest by adding it to the New Homes Bonus (Parish Allocations) Scheme.

12 **Section 106 Sport and Leisure Facilities - Chichester Bowmen** (pages 61 to 63)

The Cabinet is requested to consider the agenda report and to make the following resolution:

**RESOLUTION BY THE CABINET**

That the release of up to £65,897 of section 106 Sport and Leisure monies plus interest accrued to the date of release to Chichester Bowmen for the construction of a new clubhouse be approved.

13 **2018-19 Treasury Management Half-Year Report** (pages 65 to 73)

The Cabinet is requested to consider the agenda report with its appendix and to make the following resolution:

**RESOLUTION BY THE CABINET**

That the Treasury Management activity and performance for 2018-2019 to date and the comments made by Corporate Governance and Audit Committee set out in the agenda report be noted.

**FINAL MATTERS**

14 **Late Items**

- (a) Items added to the agenda papers and made available for public inspection
- (b) Items which the chairman has agreed should be taken as matters of urgency by reason of special circumstances to be reported at the meeting

15 **Exclusion of the Press and Public**

The Cabinet is asked in respect of agenda item 16 (Purchase of Land for Southern Gateway) to make the following resolution:

**RESOLUTION BY THE CABINET**

That the press and the public be excluded from the meeting during the consideration of agenda item 16 (Purchase of Land for Southern Gateway) on the following ground of exemption in Part I of Schedule 12A to the Local Government Act 1972 namely Paragraph 3 (information relating to the financial or business affairs of any particular person (including the authority holding that information)) and because, in all the circumstances of the case, the public interest in maintaining the exemption of that information outweighs the public interest in disclosing the information.

[**Note** If the Cabinet wishes to discuss the exempt appendix to agenda item 9 (Award of Coastal Maintenance Contract 2019-2020), it will need first of all to pass a resolution to exclude the press and the public from the meeting on the following ground of exemption in Schedule 12A to the Local Government Act 1972 namely Paragraph 3 (information relating to the financial or business affairs of any particular person (including the authority holding that information)) and because, in all the circumstances of the case, the public interest in maintaining the exemption of that information outweighs the public interest in disclosing the information.]

16 **Purchase of Land for Southern Gateway** (pages 75 to 112)

The Cabinet is requested to consider the agenda report and its first appendix (the second appendix is to follow), which are confidential exempt\* material with a restricted circulation to Chichester District Council members and relevant officers only (printed on salmon-coloured paper), and to make the following resolution:

## RESOLUTION BY THE CABINET

That the decision made by the Cabinet at its meeting on 2 October 2018, as contained in minute 592 (4), be rescinded and the proposed purchase previously authorised do not proceed.

\*[**Note** The ground for excluding the public and press during this item is that it is likely that there would be a disclosure to them 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]

## NOTES

- (1) The press and public may be excluded from the meeting during any item of business wherever it is likely that there would be disclosure of 'exempt information' as defined in section 100A of and Schedule 12A to the Local Government Act 1972.
- (2) The press and public may view the report appendices which are not included with their copy of the agenda on the Council's website at [Chichester District Council - Minutes, agendas and reports](#) unless they contain exempt information.
- (3) Subject to the provisions allowing the exclusion of the press and public, the photographing, filming or recording of this meeting from the public seating area is permitted. To assist with the management of the meeting, anyone wishing to do this is asked to inform the chairman of the meeting of their intentions before the meeting starts. The use of mobile devices for access to social media is permitted, but these should be switched to silent for the duration of the meeting. Those undertaking such activities must do so discreetly and not disrupt the meeting, for example by oral commentary, excessive noise, distracting movement or flash photography. Filming of children, vulnerable adults or members of the audience who object should be avoided. [Standing Order 11.3 of Chichester District Council's Constitution]
- (4) A key decision means an executive decision which is likely to:
  - result in Chichester District Council (CDC) incurring expenditure which is, or the making of savings which are, significant having regard to the CDC's budget for the service or function to which the decision relates or
  - be significant in terms of its effect on communities living or working in an area comprising one or more wards in the CDC's area or
  - incur expenditure, generate income, or produce savings greater than £100,000

## NON-CABINET MEMBER COUNCILLORS SPEAKING AT THE CABINET

Standing Order 22.3 of Chichester District Council's Constitution provides that members of the Council may, with the chairman's consent, speak at a committee meeting of which they are not a member, or temporarily sit and speak at the committee table on a particular item but shall then return to the public seating area.

The Leader of the Council intends to apply this standing order at Cabinet meetings by requesting that members should *normally* seek his consent in writing by email in advance of the meeting. They should do this by noon on the day before the meeting, outlining the substance of the matter that they wish to raise. The word normally is emphasised because there may be unforeseen circumstances where a member can assist the conduct of business by his or her contribution and where the chairman would therefore retain his discretion to allow the contribution without the aforesaid notice.