

JOHN WARD
Director of Corporate Services

Contact: Democratic Services
Email: democraticservices@chichester.gov.uk

East Pallant House
1 East Pallant
Chichester
West Sussex
PO19 1TY
Tel: 01243 785166
www.chichester.gov.uk



A meeting of the **Cabinet** will be held in the Committee Rooms, East Pallant House on **Tuesday 10 October 2023 at 9.30 am**

MEMBERS: Mr A Moss (Chairman), Mr J Brown (Vice-Chairman), Mrs T Bangert, Mr D Betts, Mr B Brisbane, Ms J Brown-Fuller, Mr M Chilton and Ms H Desai

AGENDA

- 1 **Chair's Announcements**
The Chair will make any specific announcements for this meeting and advise of any late items which due to special circumstances will be given urgent consideration under Late Items.
- 2 **Approval of Minutes** (Pages 1 - 6)
The Cabinet is requested to approve as a correct record the minutes of its meetings on 11 July 2023 and 5 September 2023 (*one set to follow*).
- 3 **Declarations of Interests**
Members are requested to make any declarations of disclosable pecuniary, personal and/or prejudicial interests they might 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 the Cabinet will receive any questions which have been submitted by members of the public in writing by noon two working days before the meeting. Each questioner will be given up to three minutes to ask their question. The total time allocated for public question time is 15 minutes subject to the Chair's discretion to extend that period.

RECOMMENDATIONS TO COUNCIL

- 5 **Determination of the Council Tax Reduction Scheme for 2024-2025** (Pages 7 - 39)
Cabinet is requested to consider the report and its appendix and make the following recommendation to Council:

That Cabinet recommend that the proposed Council Tax Reduction Scheme for 2024-2025 be approved by Full Council.
- 6 **Unauthorised Vehicle Deterrents - Parks and Green Spaces** (Pages 41 - 44)
Cabinet is requested to consider the report and make the following resolutions and recommendation to Council:

1. That Cabinet recommend to Council the release of £141,000 from reserves to fund vehicle deterrent measures at Florence Park, Oaklands Park, Whyke Oval and Sherborne Road.
2. That Cabinet authorises the commencement of project planning and the procurement process.
3. That Cabinet delegate authority to the Divisional Manager for CCS following consultation with the Cabinet member for Finance, Corporate Services and CCS, to complete the procurement process and award the contract following Council approval of the budget.

7 **Replacement of Groyne Aids to Navigation** (Pages 45 - 47)

Cabinet is requested to consider the report and make the following resolutions and recommendation to Council:

1. That Cabinet recommends to Council that £125,000 be allocated from General Fund reserves for the repair and replacement of 5 groyne markers.
2. That Cabinet approve an annual budget of £24,200 for Asset Replacement of 37 marker beacons from 2024/25.
3. That the Director of Planning and Environment be authorised to procure and award contracts for work in accordance with recommendation 2.1 and the Council's Financial Standing Orders.

KEY DECISIONS

8 **CCTV Service Transformation** (Pages 49 - 54)

Cabinet is requested to consider the report and its appendix and make the following resolutions:

1. That Cabinet agree to release £115,000 from the Asset renewal programme to purchase new CCTV Cameras including re-deployable cameras and hardware to transform the service to wireless.
2. That Cabinet agree to reduce the number of existing cameras to 24 and agree 3 new cameras in hot spot locations of the City as per the Appendix.
3. That Cabinet delegate authority to the Divisional Manager Communities and Customer Services to determine the deployment of re-deployable cameras and any small changes to the service.

9 **Council Tax Review of Locally Defined Discounts and Premiums** (Pages 55 - 60)

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

That the Council Tax Discounts and Premiums proposed in the Appendix to the agenda report be applied for the 2024-2025 financial year.

OTHER DECISIONS

10 **Coastal Partners Member Board** (Pages 61 - 62)

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

That Cabinet approves Cllr Jonathan Brown to replace Cllr Richard Bates as

the member representative on the Coastal Partners Member Board.

11 **Position Statement - Flood and erosion risks and responsibilities in managing Selsey's ageing seawalls** (Pages 63 - 77)

Cabinet is requested to consider the report and its appendix and make the following resolutions:

1. **That Cabinet approve the Position Statement on the 'Current Approach, Flood and Erosion Risks and Responsibilities in Managing Selsey's Aging Seawalls' (Appendix 1).**
2. **That Cabinet note the possibility of coastal defence failure along the Selsey shoreline and subsequent risks of flooding and erosion.**

12 **East Pallant House Task and Finish Group** (Pages 79 - 83)

Cabinet is requested to consider the report and its appendix and make the following resolutions:

- 1 **That Cabinet agree the continuation of the Task & Finish Group to consider the options for East Pallant House.**
- 2 **That Cabinet approve the nominees for the revised membership of the Task & Finish Group.**

13 **WSCC Pavement Feasibility Study Funding** (Pages 85 - 87)

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

Cabinet approves the request for £10,000 from Council Reserves as a contribution from CDC to West Sussex County Council to enable the Pavement Feasibility Study to progress for the city centre.

14 **Appointment to Strategic Risk Group**

Cabinet will receive a verbal report from the Monitoring Officer.

15 **Urgent Decision Notice** (Page 89)

Cabinet is requested to note the Urgent Decision Notice.

16 **Late Items**

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

17 **Exclusion of the Press and Public**

The Cabinet is asked to consider in respect of agenda item **xx** whether the public including the press should be excluded 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.

[Note The report and its appendices within this part of the agenda are attached for members of the Council and relevant only (printed on salmon paper)]

Or

There are no restricted items for consideration at this meeting.

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 Covid-19 Risk Assessments members of the public are advised of the following;

- Where a member of the public has registered a question they will be invited to attend the meeting and will be issued a seat in the public gallery.
- You are advised not to attend any face to face meeting if you have symptoms of Covid.

4) 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]

5) 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 the Chairman's consent in writing by email in advance of the meeting. They should do this by noon on the Friday before the Cabinet 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 their discretion to allow the contribution without the aforesaid notice.