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A meeting of the **Cabinet** will be held in the Committee Rooms, East Pallant House on **Tuesday 7 November 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 meeting on 10 October 2023.
- 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 **Making the West Wittering Neighbourhood Development Plan** (Pages 7 - 9)
The Cabinet is requested to consider the report and make the following recommendation:

That Cabinet recommends to Council that subject to a successful referendum result to:

Make the West Wittering Neighbourhood Development Plan part of the Development Plan for Chichester District (excluding the area within the South Downs National Park).

- 6 **Financial Strategy and Plan 2024-25 to 2028-29** (Pages 11 - 45)
The Cabinet is requested to consider the report and its appendices and make the

following recommendations to Council:

That Cabinet considers and recommends to Council:

- a) **The key financial principles and actions set out in Appendix 1 of the 5 year Financial Strategy report are approved.**
- b) **That the Minimum Level of Reserves is set, following the recommendation of the Corporate Governance and Audit Committee.**
- c) **That the current 5 year Financial Model detailed in appendix 2 (part 2) and the Resources Statement in appendix 3 to the Financial Strategy report be noted.**
- d) **That the earmarked Revenue Budget Support Reserve of £8m is returned to the Council's General Fund Reserve.**

KEY DECISIONS

- 7 **2023-2024 Treasury Management half-yearly update** (Pages 47 - 57)
The Cabinet is requested to consider the report and its appendices and make the following resolution:

That Cabinet duly considers the Treasury activity summarised in this report.

OTHER DECISIONS

- 8 **Review of Parking Charges** (Pages 59 - 75)
The Cabinet is requested to consider the report and its appendices and make the following resolution:

That Cabinet approves the proposal as set out in 5.1 of this report to go out to consultation on the proposed increases to the car parking charges from 1 April 2024. Following the consultation, a further report will be brought back to Cabinet to recommend to Council any increases.

- 9 **Consultation response to WSCC's draft Active Travel Strategy and Local Cycling and Walking Infrastructure Plan** (Pages 77 - 83)
The Cabinet is requested to consider the report and its appendices and make the following resolution:

That Cabinet supports the Council's consultation response to WSCC's 'draft West Sussex Active Travel Strategy 2023-2036' and 'draft West Sussex Local Cycling and Walking Infrastructure Plan'.

Please note that Appendix 2 will be provided online only.

- 10 **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

11 **Exclusion of the Press and Public**

The Cabinet is asked to consider in respect of appendix 2 to agenda item 6 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)]

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.