

**JOHN WARD**  
Director of Corporate Services

Contact: Democratic Services  
Email: [democraticservices@chichester.gov.uk](mailto:democraticservices@chichester.gov.uk)

East Pallant House  
1 East Pallant  
Chichester  
West Sussex  
PO19 1TY  
Tel: 01243 785166  
[www.chichester.gov.uk](http://www.chichester.gov.uk)



A meeting of the **Cabinet** will be held in the Committee Rooms, East Pallant House on **Tuesday 5 December 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 Tuesday 7 November 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 **Public Conveniences Refurbishment** (Pages 7 - 14)  
The Cabinet is requested to consider the report and its exempt appendix and make the following recommendation to Full Council and resolutions:
  1. **Cabinet recommend to Council to approve the additional budget required as set out in the part two appendix, for the refurbishment programme works to Priory Park, Market Road, East Beach, Selsey and Bosham.**
  2. **Cabinet approve the demolition of Tower Street public conveniences, using the existing asset replacement programme budget with the remaining budget to be returned to reserves.**

- 3. Cabinet approve the appointment of contractor A to deliver the public conveniences refurbishment programme and demolition of Tower Street public conveniences set out in the part two appendix.**

**6 Section 106 Allocation for The Selsey Centre (Pages 15 - 17)**

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

**That the Cabinet recommends to Council the release of £112,320.72 Section 106 Community Facility monies to Selsey Town Council for improvements to The Selsey Centre.**

#### **KEY DECISIONS**

**7 Determination of the Council Tax Base 2024-2025 (Pages 19 - 26)**

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

- 1. In order to comply with section 35 of the Local Government Finance Act 1992, that the following resolutions be made.**
- 2. No item of expenditure shall be treated as 'special expenses' for the purposes of section 35 of the Local Government Finance Act 1992.**
- 3. This resolution in (2.2) shall remain in force for the 2024-2025 financial year.**
- 4. The calculation of the Chichester District Council's taxbase for the year 2024-2025 be approved.**
- 5. The amounts calculated by Chichester District Council as its council taxbase be those set out in appendices 1 and 2 to this report.**

**8 Southbourne Modified Neighbourhood Plan Decision Statement (Pages 27 - 39)**

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

**That Cabinet agrees:**

- 1. That the Decision Statement as set out in the appendix be published.**
- 2. To approve the examiner's recommendation that the Neighbourhood Development Plan proceed to referendum, subject to modifications as set out in the Decision Statement.**

#### **OTHER DECISIONS**

**9 Cap on Safe and Legal Routes Consultation (Pages 41 - 48)**

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

- 1. That Cabinet approve the draft response (Appendix 1) to the Government Cap on Safe and Legal Routes Consultation.**

**2. That delegated powers are given to the Director of Housing & Communities, following consultation with the Cabinet Member for Housing, to make any final minor amendments to the response.**

10 **CCTV Service Transformation - Award of Maintenance Contract** (Pages 49 - 51)

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

**That Cabinet agree to award the maintenance contract for the Chichester District CCTV service to Chromavison for the next 3 years.**

11 **Chichester Contract Services Depot Accommodation Options** (Pages 53 - 58)

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

**2.1 That Cabinet approves the Initial Project Proposal Document (IPPD) to undertake a survey and feasibility report for accommodation options for the Chichester Contract Services (CCS) operation.**

**2.2 That Cabinet approves release of £60,000 from Reserves to fund the survey and feasibility report.**

12 **Review of Foreshore Service** (Pages 59 - 63)

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

**That Cabinet approves Option 1 as the delivery model for the Foreshore Service.**

13 **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

14 **Exclusion of the Press and Public**

The Cabinet is asked to consider in respect of the appendix to agenda item 5 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.