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A meeting of the **Cabinet** will be held in the Committee Rooms, East Pallant House on **Tuesday 5 March 2024 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 - 12)
The Cabinet is requested to approve as a correct record the minutes of its meeting on Tuesday 6 February 2024.
- 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 **Revised Local Development Scheme 2024-2027** (Pages 13 - 31)
The Cabinet is requested to consider the report and its appendix and make the following recommendation to Council:
That Cabinet recommends to Council that it approves the revised Local Development Scheme.
- 6 **Senior Staff Pay Policy Statement 2024-2025** (Pages 33 - 50)
The Cabinet is requested to consider the report and its appendices and make the following recommendation to Council:
That the Council be recommended to publish the Senior Staff Pay Policy Statement 2024-2025.

KEY DECISIONS

None.

OTHER DECISIONS

7 Amendments to the Council's Grants and Concessions Programme (Pages 51 - 65)

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

- 1. To update the third grant programme priority, currently called "Targeted Projects" to the wording in appendix 2 to support grant applications from community organisations and charities responding to the cost-of-living crisis.**
- 2. To delegate authority to officers, in consultation with the Grants and Concessions Panel, to make all necessary amendments to the programme guidance documents and assessment frameworks to align with recommendation 2.1.**
- 3. To amend the Grants and Concessions policy to reflect the amendment at section 9.3 in appendix 1. Giving the Grants and Concessions Panel the discretion to make recurring grant awards (up to three years in exceptional circumstances).**
- 4. To amend the Grants and Concessions policy to reflect a change in legislation in regard to rate relief at section 12.6 in appendix 1.**

8 Chichester Harbour Investment and Adaptation Plan (Pages 67 - 73)

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

- 1. That Cabinet approves the submission of a business case to the Environment Agency for Grant in Aid (GiA) funding to develop an Investment and Adaptation Plan for Chichester Harbour.**
- 2. That Cabinet approves the preparation and delivery of a Chichester Harbour Investment and Adaptation Plan to help strengthen the resilience of the communities and environment of Chichester Harbour to flooding and coastal change to the year 2100 and beyond, if GiA funding is secured.**

9 Energy Procurement (Pages 75 - 79)

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

That Cabinet:

- (a) Resolve to continue as a participating authority in a tripartite contract with the LASER Energy Buying Group and enters into a 'purchase in advance' contract for a minimum of 1 and maximum of 2 years with effect from 1 October 2024, with the inclusion of the data and reporting bureau service.**
- (b) Delegate authority to the Divisional Manager for Property and Growth in consultation with the Cabinet Member for Property and Regeneration to extend the contract into the second year, with effect from 1 October 2025, if required.**

(c) Note that a further report will be brought to Cabinet from officers on completion of a full assessment of the options to procure energy in a way that is likely to lead to greenhouse gas emission reductions from CDC's energy use.

10 Nutrient Mitigation Fund - Round 2 bid (Pages 81 - 85)

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

That Cabinet authorises the Director of Planning and Environment in consultation with the Cabinet Member for Planning, to work with the PfSH Strategic Environmental Planning team to prepare a bid to Round 2 of the Nutrient Mitigation Fund, for submission by Fareham Borough Council as lead authority for the wider Solent nutrient sensitive catchment area.

11 Three Harbour Strategy 2024-2028 - Consultation Response (Pages 87 - 129)

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

That the consultation response in Appendix 2 is submitted as the Council's response, subject to any comments made by Environmental Panel members at their meeting on 4 March.

12 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

13 Exclusion of the Press and Public

The Cabinet is asked to consider in respect of agenda items 14 to 17 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)]

14 Allocation of Commuted Sums to Deliver Affordable Housing - Chichester (Pages 131 - 134)

The Cabinet is requested to consider the Part II exempt report and make the recommendations to Council as set out in sections 2.1 and 2.2 of the report.

15 Allocation of Commuted Sums to Deliver Affordable Housing - Midhurst (Pages 135 - 138)

The Cabinet is requested to consider the Part II exempt report and make the recommendations to Council as set out in sections 2.1 and 2.2 of the report.

16 Urgent Decision Notice - Temporary Accommodation (Pages 139 - 140)

The Cabinet is requested to note the exempt Part II Urgent Decision Notice related to temporary accommodation.

17 Urgent Decision Notice - Grant Funding (Pages 141 - 142)

The Cabinet is requested to note the exempt Part II Urgent Decision Notice related to grant funding.

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.