

JOHN WARD
Head of Finance and Governance Services

Contact: Graham Thrussell on 01243 534653
Email: gthrussell@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 Committee Room 2 at East Pallant House Chichester on **Tuesday 7 February 2017 at 09:30**

MEMBERS: Mr A Dignum (Chairman), Mrs E Lintill (Vice-Chairman), Mr R Barrow, Mrs P Hardwick, Mrs G Keegan, Mrs P Plant, Mrs S Taylor and Mrs C Purnell

AGENDA

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 17 a) or b).

2 **Approval of Minutes** (pages 1 to 24)

The Cabinet is requested to approve as a correct record the minutes of its meeting on Tuesday 10 January 2017.

3 **Declarations of Interests**

Members are requested to make any declarations of disclosable pecuniary, personal and/or prejudicial interests which 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 and with reference with 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 THE COUNCIL

5 **Budget Spending Plans 2017-2018** (pages 25 to 33)

The Cabinet is requested to consider the agenda report and its three appendices and to make the following recommendations to the Council:

That the Council approves:

- (a) A net budget requirement of £12,362,700 for 2017-2018.
- (b) An increase in council tax by £5 from £145.81 to £150.81 for a band D equivalent in 2017-2018.
- (c) An increase in the Investment Opportunities Reserve by £470,600.
- (d) An adjustment in the transfer to the Investment Opportunities Reserve above should the final settlement differ (by way of an increase or decrease) from the provisional settlement.

It is also requested to consider the following matters:

- The capital programme, including the asset renewal programme (appendix 1c and 1d).
- The current resources position (appendix 2).
- The budget variances included in the Draft Budget Spending Plan as set out in appendix 1b including growth items.

6 Draft Treasury Management Strategy for 2017-2018 (pages 34 to 37)

The Cabinet is requested to consider the agenda report and its four appendices and to make the following recommendations to the Council:

That the Council approves:

- (a) The Treasury Management Policy and Treasury Management Strategy Statement for 2017-2018 as contained in appendix 2 of the report.
- (b) The Investment Strategy 2017-2018 as detailed in the Treasury Management Strategy Statement.
- (c) The Prudential Indicators and Limits for 2017-2018 included in the report at appendices 2 and 4.
- (d) The Minimum Revenue Provision statement for 2017-2018 included at appendix 4.

7 Initial Project Proposals 2017-2018 and Corporate Plan (pages 38 to 40)

The Cabinet is requested to consider the agenda report and its six appendices (the last of which is a Part II exempt document*) and to make the following two resolutions and the recommendation to the Council:

That the Cabinet approves:

- (1) The Initial Project Proposals for 2017-2018 attached in the appendices and
- (2) £50,000 funding from Council reserves to undertake appraisals/feasibility

work as indicated in para 5.2 of the agenda report.

That the Council agrees that the Corporate Plan approved in December 2015 remains unchanged for the year 2017-2018.

[*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*.]

8 Revised Local Development Scheme 2017-2020 (pages 41 to 45)

The Cabinet is requested to consider the agenda report and its appendix and to recommend to the Council that it approves the revised Local Development Scheme.

9 Community Led Housing Fund (pages 46 to 52)

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

That the Council:

- (1) Notes that funding of £1,386,067 has been allocated for the 2016-2017 financial year from the government's Community Housing Fund to support community led housing developments.
- (2) Approves delegated authority being given to the Head of Housing and Environment Services, following consultation with the Cabinet Holder for Housing and Environment Services, to approve the spend of these funds in line with the government guidance issued with notification of the award (appendix 1) and the Council's adopted Housing Strategy.

KEY DECISIONS

10 Overview and Scrutiny Committee Call-in of Evening Car Parking Charges (pages 53 to 56)

The Cabinet is requested to consider the agenda report and the recommendation made by the Overview and Scrutiny Committee (OSC) at its special meeting on 24 January 2017 namely that the Cabinet reconsiders the decision it made on 10 January 2017 with respect to the introduction of evening car parking charges at the New Park Centre and Northgate car parks by taking into account the following comments made by the OSC namely:

- (1) Identifying only the two car parks for the introduction of evening car parking charges is unfair and targeted to the city.
- (2) An increase in all current car parking charges in all the district's car parks during current charging hours would be a more fair and equitable means to increase car parking charges.

11 **Historic Environment Strategy and Action Plan** (pages 57 to 59)

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

- (1) That the principles and approach to achieving protection and conservation of the historic environment within the district as set out in the Historic Environment Strategy and Action Plan, attached as appendix 1 to this report be agreed.
- (2) That the Strategy and Action Plan be approved and endorsed as part of the evidence base for the review of the Local Plan and be published on Chichester District Council's website.
- (3) That authority be delegated to the Head of Planning Services to enable minor typographical amendments to be made to the document prior to publication.

12 **Selsey Haven** (pages 60 to 64)

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

- (1) That subject to partnership funding remaining in place, funding of £25,000 from reserves be allocated towards:
 - a. a technical and financial report that includes possible operational models and a five-year business case;
 - b. a wider socio-economic assessment to assess the benefits of a haven to Selsey;
 - c. legal advice and other ancillary project costs.
- (2) That the Head of Housing and Environment Services be authorised to approve expenditure of the above funds.

OTHER DECISIONS

13 **Closed Churchyards and Burial Grounds - Essential Repairs and Maintenance** (pages 65 to 69)

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

- (1) That £65,000 be allocated to carry out essential repairs to structures in the District's closed churchyards and burial grounds.
- (2) That an annual maintenance budget of £10,000 be allocated to maintain structures to an acceptable standard.

14 **Developing a New Strategy for the Visitor Economy** (pages 70 to 77)

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

- (1) That the support by the Overview and Scrutiny Committee for the proposed way forward as set out in this report and of the recommendations below be noted.
- (2) That it be agreed that Chichester District Council and Chichester BID open negotiations with the board of Visit Chichester (VC) with a view to redevelop VC to fulfil the functions and structure as set out in sections 6.1 and 6.2 of this report and if VC does not wish to take on these changes and fulfil these new functions, it is considered that Chichester District Council and the BID have the following options:
 - a) To bring management of the visitor economy in-house to Chichester District Council or
 - b) To establish a new destination management organisation (DMO) in line with the criteria set out in sections 6.1 and 6.2. If this option is to be followed then a report will be brought back to the Overview and Scrutiny Committee and to the Cabinet setting out how these arrangements will work and the timetable for implementation
- (3) That the potential annual partnership funding from Chichester BID be noted and the £50,000 annual partnership funding for five years from April 2017 to assist development of the District's visitor economy be approved.
- (4) That a strategic review as to how Chichester District Council can facilitate or encourage additional overnight accommodation to be developed in the District be sponsored.

15 **Public Spaces Protection Order - Control of Dogs Consultation Exercise** (pages 78 to 80)

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

- (1) That the Head of Housing and Environment be authorised to carry out a consultation exercise relating to the matters included in the draft Public Spaces Protection Order – Control of Dogs.
- (2) That the attached draft Public Space Protection Order – Control of Dogs and schedules and maps (appendices one to three) be approved for the purposes of that consultation.

16 **Chichester Contract Services Efficiency Review** (pages 81 to 84)

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

(1) That the good overall report for Chichester Contract Services be acknowledged and, for the foreseeable future, the independent advice that the service should remain 'in-house' be accepted.

(2) That the actions set out in para 5.2 of the report be accepted.

17 **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

18 **Exclusion of the Press and Public**

The Cabinet is requested to consider in respect of agenda item 19 (The Novium Museum Options Appraisal) whether the public and 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 officers only (printed on salmon paper)]

19 **The Novium Museum Options Appraisal** (pages 85 - 91)

The Cabinet is requested to consider the confidential agenda report and its four appendices and to make the following resolutions

- (1) That the recommendations from Overview and Scrutiny Committee be noted and that [which is to be determined by the Cabinet at its meeting] any of the options identified in section 5 of the report either be or not be discounted.
- (2) That the recommendation in para 2.2 of the report be approved.
- (3) That the recommendation in para 2.3 of the report be approved.
- (4) That the Cabinet Member for Commercial Services establish a member task and finish group with representation from the Overview and Scrutiny Committee for the reason stated in para 2.4 of the report and to report back to the Overview and Scrutiny Committee and the Cabinet.

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 the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council'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 Council'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 the Chichester District Council *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 12:00 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 he would therefore retain his discretion to allow the contribution without notice.