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

**Members Present** Mr A Moss (Chairman), Mr J Brown (Vice-Chairman), Mr D Betts, Mr B Brisbane, Ms J Brown-Fuller, Mr M Chilton and Ms H Desai

**Members Absent** Mrs T Bangert

**In attendance by invitation**

**Officers Present** Mrs L Baines (Democratic Services Manager), Ms P Bushby (Divisional Manager for Communities and Customer Services), Mr K Carter (Divisional Manager, CCS), Mr A Frost (Director of Planning and Environment), Mrs J Hotchkiss (Director of Growth and Place), Mr P Jobson (Revenues and Debt Recovery Manager), Mrs V McKay (Divisional Manager for Growth), Mrs T Murphy (Divisional Manager for Place), Mrs M Rogers (Benefits and Systems Support Manager), Mrs L Rudziak (Director of Housing and Communities), Mrs D Shepherd (Chief Executive), Ms A Stevens (Divisional Manager for Environmental Protection) and Mr J Ward (Director of Corporate Services)

## 42 **Chair's Announcements**

The Leader of the Council provided a brief update on arrangements for asylum seekers that the Home Office are making in respect of a hotel in Chichester.

Apologies for absence were received from Cllr Bangert.

## 43 **Approval of Minutes**

### **RESOLVED:**

1. That the minutes of the meetings held on 11 July 2023 and the 5 September 2023 were agreed as a correct record.

## 44 **Declarations of Interests**

There were no declarations of interests.

45 **Public Question Time**

There were no public questions.

46 **Determination of the Council Tax Reduction Scheme for 2024-2025**

The Leader of the Council invited the [Cabinet member for Housing and Revenues and Benefits](#) to present this item.

**RESOLVED:**

1. That Cabinet recommend that the proposed Council Tax Reduction Scheme for 2024-2025 be approved by Full Council.

47 **Unauthorised Vehicle Deterrents - Parks and Green Spaces**

The Leader of the Council invited the Cabinet Member for Finance, Corporate Services and Chichester Contract services to present this item.

Members asked if these deterrents would be completed by next spring. Members asked about the consultation process and enquired how it would work. Mr Carter clarified that the target is for spring next year but weather can cause delay if there is particularly high rainfall. With regard to the consultation he explained that previous schemes had extensive community consultation. He clarified that there would be a consultation process but one which will outline the possible options to choose from.

**RESOLVED:**

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.

48 **Replacement of Groyne Aids to Navigation**

The Leader of the Council invited the Cabinet member for Environmental Strategy to present this item.

**RESOLVED:**

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.

#### 49 **CCTV Service Transformation**

The Leader of the Council introduced this report.

Members asked if Chichester would be joining with other councils in the procurement process to make it cheaper. Officers responded by stating that the council has an exception to tender as they were already in contract with a company for the maintenance and supply of cameras as are all the other boroughs in Sussex.

#### **RESOLVED:**

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.

#### 50 **Council Tax Review of Locally Defined Discounts and Premiums**

The Leader of the Council invited the Cabinet member for Housing and Revenues and Benefits to present this item.

Members enquired about the potential to acquire homes that had been vacant for over five years and convert them into affordable homes for Chichester residents . Officers responded by stating that it would be a long, drawn out and complicated process and would need to be socially and economically beneficial to Chichester.

#### **RESOLVED:**

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

#### 51 **Coastal Partners Member Board**

The Leader of the Council invited the Cabinet Member for Environmental Strategy to present this item.

**RESOLVED:**

1. That Cabinet approves Cllr Jonathan Brown to replace Cllr Richard Bates as the member representative on the Coastal Partners Member Board.

52 **Position Statement - Flood and erosion risks and responsibilities in managing Selsey's ageing seawalls**

The Leader of the Council invited the Cabinet Member for Environmental Strategy to present this item.

**RESOLVED:**

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.

53 **East Pallant House Task and Finish Group**

The Leader of the Council introduced this item.

**RESOLVED:**

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 as follows:
  - Cllr Clare Apel
  - Cllr Roy Briscoe
  - Cllr Mark Chilton
  - Cllr Maureen Corfield
  - Cllr Tim Johnson
  - Cllr Tim O'Kelly
  - Cllr Sarah Sharp (Reserve)

54 **WSSC Pavement Feasibility Study Funding**

The Leader of the Council invited the Cabinet member for Growth and Place to introduce this item.

**RESOLVED:**

1. 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.

55 **Appointment to Strategic Risk Group**

The Leader of the Council invited Nick Bennet, Divisional Manager for Legal and Democratic Services to present this report .

**RESOLVED:**

1. Cabinet approves the following appointments to the Strategic Risk Group:
  - Cllr Adrian Moss
  - Cllr Jonathan Brown
  - Cllr Mark Chilton (Chair)

56 **Urgent Decision Notice**

**RESOLVED:**

1. That the Urgent Decision Notice be noted.

57 **Late Items**

There were no late items.

58 **Exclusion of the Press and Public**

There was no requirement to exclude the press or public.

The meeting ended at 10.48 am

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CHAIRMAN

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Date:

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