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A meeting of the **Cabinet** will be held in Committee Room 2 - East Pallant House on **Tuesday 5 November 2019 at 9.30 am**

MEMBERS: Mrs E Lintill (Chairman), Mrs S Taylor (Vice-Chairman), Mr M Bell, Mr R Briscoe, Mrs N Graves, Mrs P Plant and Mr P Wilding

AGENDA

1 **Chairman's Announcements**

The Chairman 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 agenda item 13b).

2 **Approval of Minutes** (Pages 1 - 12)

The Cabinet is requested to approve as a correct record the minutes of its meeting on Tuesday 1 October 2019.

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 as amended by Full Council on 24 September 2019 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 Chairman's discretion to extend that period.

RECOMMENDATIONS TO COUNCIL

5 **Determination of Council Tax Reduction Scheme for 2020 - 2021** (Pages 13 - 15)

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

That Cabinet recommends that the proposed Council Tax Reduction Scheme for 2020-2021 be approved by Full Council.

6 Financial Strategy and Plan 2020-21 to 2024-25 (Pages 17 - 22)

The Cabinet is requested to consider the agenda report and its appendices and make the following recommendations to Council as set out below:

1. That the key financial principles and actions of the five year Financial Strategy set out in appendix 1 to the agenda report be approved.
2. That the current five year Financial Model detailed in appendix 2 and the Resources Statement in appendix 3 to the agenda report be noted.
3. That, having considered the recommendations from the Corporate Governance and Audit Committee, the Minimum Level of the General Fund Reserves is set at £6.3m.

KEY DECISIONS

7 Disabled Facilities Grants Policy 2020 - 2024 (Pages 23 - 27)

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

1. That the proposed West Sussex Disabled Facilities Grant Policy 2020 to 2024 contained in Appendix 1 to this report be approved.
2. That the Cabinet approves delegated powers for the Divisional Manager for Housing Services, following consultation with the Cabinet Member for Housing to make amendments and updates to the Policy.

OTHER DECISIONS

8 Appointment to Panels and Outside Bodies

Following a brief introduction from Mr Bennett, Divisional Manager for Democratic Services the Cabinet is requested to make the following resolutions:

1. That Cllr Peter Wilding replace Cllr Norma Graves as Chairman of the Joint Employee Consultative Panel.
2. That Cllr Martyn Bell replace Cllr Tony Dignum on the Chichester Vision Steering Group.

9 2019-2020 Treasury Management half yearly update (Pages 29 - 41)

The Cabinet is requested to consider the agenda report and its appendices and make the following resolution as set out below:

That Cabinet reviews and notes the summary of treasury management activities and performance for the six months to 30 September 2019.

10 Economic Development Strategy and Inward Investment & Growth Strategy (Pages 43 - 47)

The Cabinet is requested to consider the agenda report and its appendices and make the following resolution as set out below:

That Cabinet agrees to the adoption of the Economic Development Strategy (appendix 1) and Inward Investment & Growth Strategy (appendix 2) in accordance with the proposal set out in paragraph 5 of the report.

11 **Parking Proposals and Off-street Parking Charges (Pages 49 - 53)**

The Cabinet is requested to consider the agenda report and its appendices and make the following resolutions as set out below:

1. That the Cabinet approves the proposal as set out in 6.1 of this report to increase car parking charges, which subject to consultation responses, be implemented from 1 April 2020 for a two year period.
2. That the Director of Growth and Place be authorised to give appropriate notice of any revised charges or changes as set out within this report pursuant to the Off-street Parking Places (Consolidation) Order 2018 and the Road Traffic Act 1984.
3. That the Cabinet approves the consolidation of all Parking Orders since 2012 into one document. This document will further clarify the provision for electronic payments and the exemption from daily charges for Blue Badge holders (with the exception of Pay on Foot parking) which subject to consultation be implemented from 1 April 2020.

12 **Exclusion of the Press and Public**

There are no items which require the exclusion of the press and public.

13 **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.

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 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.