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A meeting of the **Cabinet** will be held in Committee Room 2 - East Pallant House on **Tuesday 4 February 2020 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 Late Items.
- 2 **Approval of Minutes** (Pages 1 - 14)
The Cabinet is requested to approve as a correct record the minutes of its meeting on Tuesday 7 January 2020.
- 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 **Draft Treasury Management, Investment and Capital Strategy 2020-21** (Pages 15 - 17)
The Cabinet is requested to consider the agenda report and its appendices and make the following resolutions and recommendation to Council as set out below:
 1. That Cabinet considers the Treasury Management Policy Statement, the Treasury Management Strategy Statement, the Investment Strategy and relevant Indicators for 2020-21.

2. That Cabinet considers the Council's Capital Strategy for 2020-21 to 2024-25.
3. That the documents in 2.1 and 2.2 are recommended to Council for approval.

6 Budget Spending Plans 2020-21 (Pages 19 - 26)

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

That the Cabinet recommends to the Council:

1. That a net budget requirement of £14,235,800 for 2020-20 be approved.
2. That Council Tax be increased by £5.00 from £160.81 to £165.81 for a Band D equivalent in 2020-21.
3. That the uncommitted revenue budget of £483,900 be transferred to the General Fund Reserve to mitigate the deficit expected in 2021-22.
4. Should the final settlement differ from the draft settlement, the sum in 3.1 (c) above be adjusted accordingly.
5. The capital programme, including the asset renewal programme (appendix 1c and 1d of the agenda report) be approved.

That the Cabinet further notes:

1. The current estimated resources position set in appendix 2 of the agenda report, and
2. The budget variances included in the Draft Budget Spending Plan as set out in appendix 1b of the agenda report.

7 Consideration of consultation responses and modifications to the District Council's Infrastructure Business Plan 2020-2025 (Pages 27 - 31)

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

The Cabinet recommends to the Council that it:

1. Approves the proposed responses to the representations received and subsequent modifications to the Infrastructure Business Plan (IBP) as set out in Appendix 1; and
2. Approves the amended IBP including CIL Spending Plan attached as Appendix 2.

Please note that full version of appendix 2 is available online only.

OTHER DECISIONS

- 8 **Authority's Monitoring Report 2018-2019** (Pages 33 - 38)
The Cabinet is requested to consider the agenda report and its appendix and make the following resolutions:

1. That Cabinet approve the Authority's Monitoring Report 2018-2019 for publication.
2. That the Director of Planning and the Environment be authorised, following consultation with the Cabinet Member for Planning Services, to make any minor amendments to the Authority's Monitoring Report prior to its publication.

- 9 **Corporate Debt Recovery Policy** (Pages 39 - 65)
The Cabinet is requested to consider the agenda report and its appendix and make the following resolutions as set out below:

1. That the Cabinet approves the new Corporate Debt Recovery Policy.
2. That the Cabinet notes the Council's response to the recommendations from the Money Advice Service.

- 10 **New Local Biodiversity Action Plan 2020 - 2024** (Pages 67 - 84)
The Cabinet is requested to consider the agenda report and its appendices and make the following resolution as set out below:

That Cabinet approves the new Local Biodiversity Action Plan (LBAP) for the period 2020 – 2024, as detailed in Appendix 1.

- 11 **Revenues System Contract Renewal** (Pages 85 - 89)
The Cabinet is requested to consider the agenda report and make the following resolution as set out below:

That Cabinet approve the extension of the support and maintenance contract with Northgate Public Services for Revenues & Benefits software for five years.

- 12 **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

- 13 **Exclusion of the Press and Public**
The Cabinet is asked to consider in respect of agenda item 14 (Disposal methodology for land at Church Road, Chichester) 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).

EXEMPT KEY DECISIONS

- 14 **Land at Church Road, Portfield, Chichester** (Pages 91 - 95)
The Cabinet is requested to consider the agenda report and its appendix and make the following resolution as set out below:

That Cabinet note the site remains surplus to requirements and agree that officers proceed with the disposal process as set out in section 5.2 of this report.

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.