

JOHN WARD
Director of Corporate Services

Contact: Democratic Services
Email: democraticservices@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 virtually on **Tuesday 12 May 2020** at **9.30 am**

MEMBERS: Mrs E Lintill (Chairman), Mrs S Taylor (Vice-Chairman), Mr M Bell, Mr R Briscoe, Mrs P Plant, Mr A Sutton 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 3 March 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.

RECOMMENDATIONS TO COUNCIL

- 5 **Urgent Decision Notice - Increasing the Provision of Short Stay Accommodation at 22 Freeland Close, Chichester** (Page 15)
The Cabinet is requested to note the Urgent Decision made during the current Pandemic and recommend the decision also be noted at the next Full Council meeting.
- 6 **Urgent Decision Notice - Insurance Services Contract & Brokerage Services** (Page 17)
The Cabinet is requested to note the Urgent Decision made during the current Pandemic and recommend the decision also be noted at the next Full Council meeting.

- 7 **Urgent Decision Notice - Financial support for the Council's leisure contractor, Sport & Leisure Management Limited** (Page 19)
The Cabinet is requested to note the Urgent Decision made during the current Pandemic and recommend the decision also be noted at the next Full Council meeting.
- 8 **Urgent Decision Notice - Cancellation of CDC Farmers Market** (Page 21)
The Cabinet is requested to note the Urgent Decision made during the current Pandemic and recommend the decision also be noted at the next Full Council meeting.
- 9 **Urgent Decision Notice - Social Prescribing** (Page 23)
The Cabinet is requested to note the Urgent Decision made during the current Pandemic and recommend the decision also be noted at the next Full Council meeting.
- 10 **Urgent Decision Notice - Suspension of Parking Charges and delay of amendment to Parking Order, including inflationary car parking charge increase in District Council-owned car parks** (Page 25)
The Cabinet is requested to note the Urgent Decision made during the current Pandemic and recommend the decision also be noted at the next Full Council meeting.

KEY DECISIONS

None.

OTHER DECISIONS

- 11 **Appointments to Panels**
The Cabinet is requested to make the following Panel appointment changes:
1. That Cllr Carol Purnell replaces Cllr Janet Duncton on the Development Plan and Infrastructure Panel.
 2. That Cllr Norma Graves replaces Cllr Alan Sutton on the Grants and Concessions Panel.
- 12 **Chichester Contract Services - New Business Opportunity Trade and Domestic Bin Cleaning Service** (Pages 27 - 32)
The Cabinet is requested to consider the agenda report and its appendix and make the following resolution as set out below:
- That the Cabinet approves the release of £41,000 from reserves for the implementation of a new mobile waste bin cleaning service for businesses and residents including the purchase of a new vehicle based bin cleaning machine and vehicle.

13 **Response to Covid-19** (Pages 33 - 58)

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

1. That Cabinet notes and comments on the Council's response to Covid19 (C19) emergency to date.
2. That Cabinet notes that a report on the financial implications of C19 on the Council's finances will be prepared for consideration by Corporate Governance and Audit Committee, Cabinet and Council.
3. That Cabinet notes that a Recovery Framework Document will be developed for consideration by Overview and Scrutiny Committee, Cabinet and Council.

14 **Southern Gateway - Communications Plan** (Pages 59 - 67)

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

That Cabinet approves the communication and stakeholder engagement structure and governance arrangements for the Southern Gateway project in appendix one.

15 **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.

16 **Exclusion of the Press and Public**

There are no restricted items for consideration at this meeting.

NOTES

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. The Leader of the Council intends to apply this standing order at Cabinet meetings by requesting that members should 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.