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A meeting of the **Cabinet** will be held Virtually on **Tuesday 2 June 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 - 10)
The Cabinet is requested to approve as a correct record the minutes of its meeting on Tuesday 12 May 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 **Supporting our Leisure Centres** (Pages 11 - 13)
The Cabinet is requested to note the current financial support to Everyone Active under the Urgent Decision Notice procedure reported to Cabinet and Council in May and to make the following recommendation to Council:

That any further extension of support during the closure and recovery phase, up to a maximum of the current monthly amount, be delegated to the Director of Growth and Place in consultation with the Leader and Cabinet Member for Community Services and Culture.

OTHER DECISIONS

6 **Parking Incentives** (Pages 15 - 17)

The Cabinet is requested to approve that when the current suspension of the car parking charges ends on the 8 June 2020 that the options for parking incentives, as set out in section 4.1, are implemented from 8 June 2020 and a further report is brought back to the Cabinet and Council within six months.

Due to the financial implications of these decisions, the recommendations at 2.1 would ordinarily be referred to Council. Cabinet therefore note that the urgency provisions from the constitution will be used instead to resolve these before 8 June 2020.

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.

8 **Vehicle Wash Down Facility at Weshampnett Depot** (Pages 21 - 25)

The Cabinet is requested to approve the appointment of Contractor A to supply, erect and commission a new vehicle wash facility at the Westhampnett depot.

Please note that the appendix to this item is exempt and therefore available to members and senior officers only.

9 **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

10 **Exclusion of the Press and Public**

The Cabinet is asked to consider in respect of agenda item 11 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 senior officers only (printed on salmon paper)]

EXEMPT KEY DECISION

11 **Award of Financial Management System Contract** (Pages 27 - 32)

The Cabinet is requested to make the resolutions as set out in section 3.2 and 3.3 of the 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) 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.