



Minutes of the meeting of the **Cabinet** held Virtually on Tuesday 7 July 2020 at 9.30 am

Members Present 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

Members Absent

In attendance by invitation

Officers Present Mr S Ballard (Senior Environmental Protection Officer), Mr N Bennett (Divisional Manager for Democratic Services), Ms H Chivers (Planning Policy Officer), Mrs V Dobson (Principal Planning Officer), Mr A Frost (Director of Planning and Environment), Mrs L Grange (Divisional Manager for Housing), Miss L Higenbottam (Democratic Services Manager), Mrs J Hotchkiss (Director of Growth and Place), Mrs V McKay (Divisional Manager for Growth), Mrs T Murphy (Divisional Manager for Place), Mrs M Rogers (Benefits Manager), Mrs L Rudziak (Director of Housing and Communities), Mrs D Shepherd (Chief Executive) and Mr J Ward (Director of Corporate Services)

12 **Chairman's Announcements**

The Chair welcomed everyone present to the meeting.

There were no apologies for absence.

13 **Approval of Minutes**

RESOLVED

That the minutes of the meeting of Cabinet held on Tuesday 2 June 2020 be approved as a correct record.

The Chair confirmed that she would sign a paper copy of the official minutes at an appropriate point.

14 **Declarations of Interests**

There were no declarations of interest.

15 **Public Question Time**

There were no public questions.

16 **Financial Impact of Covid-19**

Cllr Wilding introduced the item. Cllr Dignum was then invited to outline the recommendations made by the Corporate Governance and Audit Committee which were as follows:

That the Corporate Governance and Audit Committee:

- 1) Recommend to Cabinet that £8,070,000 be released from reserves to meet the in-year cost of the pandemic.
- 2) Recommend to Cabinet that in the current circumstances the minimum level of reserves be reduced from £6.3m to £4m.
- 3) Recommend to Cabinet that the Council should work towards achieving a balanced budget over the next 5 years, using reserves to help balance the intervening years.
- 4) Recommend to Cabinet that the Council should prioritise the identification and development of new income generation ideas.

The Chair explained that recommendation 1 would be amended to read 'up to £8 million'.

Cllr Wilding added that recommendation 4 from Corporate Governance and Audit Committee should be slightly reworded and then added to the Cabinet's recommendations to Council.

The Cabinet were supportive of the recommendations including the additions referenced above.

Mrs Shepherd clarified that the projects contained in the council's Capital Programme have only been put on hold until the financial picture becomes clearer.

In a vote the Cabinet made the following recommendations to Council:

RECOMMENDED TO COUNCIL:

- I. That the minimum level of reserves be reduced to £4m.
- II. That up to £8,070,000 be released from reserves to address the in-year impact of the pandemic.
- III. That the Council should work towards achieving a balanced budget over the next 5 years, using reserves in the intervening years to help balance the budget.
- IV. That officers pursue income generating initiatives where robust business cases can be demonstrated.

17 Covid 19 - Recovery Plan

The Chair introduced the item and then invited each Cabinet member to discuss the recovery teams they would be leading on.

Cllr Moss was then invited to outline the recommendations made by the Overview and Scrutiny Committee which were as follows:

That the Overview and Scrutiny Committee:

- (i) Supports the development of the Covid 19 Recovery Action Plans for the four thematic areas as set out in appendices 1-4;
- (ii) Supports the policy options as set out in paragraph 6.4;
- (iii) Endorses the future services framework as set out in appendix 5;
- (iv) Endorses the governance arrangements as set out in appendix 6; and;
- (v) Requests that progress on the Recovery Action Plans and Future Services Framework be reported to the Committee every 3 months.

Cllr Oakley was then invited to speak. His questions related to the scope for instructing consultants at a cost of £20,000 to undertake an economic impact assessment, the rationale of maintaining a New Homes Bonus grants fund for parish allocations and horticulture in relation to the Tangmere Compulsory Purchase Order (CPO). Mrs Hotchkiss explained that consultants would be required as the council will be asked to provide Economic Impact and Social Impact studies in order to apply for future external funding grants. Mrs Shepherd advised that as the New Homes Bonus parish allocation scheme commenced in January 2020 and parish council's had already committed time and resource to the application process so it would not be appropriate to remove the scheme this year. Mrs Rudziak added that it would be timely to consider any future changes to the Scheme in October/November in order to allow parish council's time to adjust their precepts if required. With regards to the Tangmere CPO Mr Frost advised that the Recovery Plan should remain high level with reference to horticulture needs and future policies rather than detail specific locations.

The Chair then took two votes. The first on the resolutions to be made by Cabinet and the second on the recommendations to be made to Council. Both votes were carried with the Cabinet making the following resolutions and recommendations to Council:

RESOLVED

- a) that the recommendations and comments from the Overview and Scrutiny Committee 30 June 2020 be considered;
- b) that the serious impact Covid -19 has had on the Council's finances be noted and taken into account when considering this report;
- c) that the Governance arrangements as set out in appendix 6 be approved and;

- d) that progress on the Recovery Action Plans and Future Services Framework be reported to the Cabinet and Overview and Scrutiny Committee every 3 months.

***RECOMMENDED TO COUNCIL:**

- (a) the Covid 19 Recovery Action Plans for the four thematic areas as set out in appendices 1-4 as amended;
- (b) the future services framework as set out in appendix 5;
- (c) the following policy options:
 - (i) to forego the Homefinder's fee at a cost of £20k pa;
 - (ii) to contribute up to £20k towards an economic impact study for Novium, CFT and PHG. To be funded from reserves;
 - (iii) to increase the current level of support for Visit Chichester by £100k per year in years 2020/21, 2021/22 & 2022/23 and provide new support of £130k per year in 2023/24 & 2024/25, and that delegated powers is given to the Director for Growth and Place to approve a new Service Level Agreement with Visit Chichester following consultation with the Cabinet Member for Communities and Cabinet Member for Growth, Place and Regeneration;
 - (iv) to create a new grants fund of £500k. To include £250k for a Community Recovery Grants Fund and £250k for an Economic Recovery Grants Fund, and that delegated powers are given to the Director of Housing & Communities and the Director of Growth and Place to approve criteria for the grants following consultation with the Cabinet Member for Communities and Cabinet Member for Growth, Place and Regeneration respectively. To be funded by reducing the sum allocated for parish NHB grants by an equivalent amount.

18 Vision Review and support to the High Street

Cllr Bell introduced the item and then invited Mrs McKay and Mrs Murphy to comment.

Cllr Moss was invited to confirm the recommendations from the Overview and Scrutiny Committee which were as follows:

- 1) That the Vision work continues to be supported as set out in section 5.1.
- 2) That the Cabinet Member for Property, Growth and Regeneration leads the High Street Group for the City as a sub group of the Chichester Vision, engaging and involving partners, the Chichester BID and high street

retailers as set out in section 5.1 to support the recovery and transformation of the High Streets.

- 3) That Cllr Palmer sits on the Chichester High Street Group to assist in the delivery of the High Street recovery and transformation.
- 4) That support for the High Street recovery and transformation in Midhurst, Petworth, Selsey and East wittering and Bracklesham is coordinated through the existing Vision Groups/ Town/Parish Councils.

In a vote the Cabinet made the following resolutions:

RESOLVED

1. That the comments from the Overview and Scrutiny Committee (OSC) on the 30 June on the vision reviews for Chichester, Midhurst, Petworth, Selsey and East wittering and Bracklesham be noted and that the support to the Visions continue as set out in section 5.1 be approved.
2. That the setting up of a High Street Group led by the Cabinet Member for Property, Growth and Regeneration to support the recovery and transformation of Chichester High Street be approved.
3. That the Cabinet Member for Property, Growth and Regeneration invites representation from partner organisations and retailers as set out in section 5.1 to work on the group along with the nominated representative from the OSC Committee.
4. That the support for the High Street recovery and transformation in Midhurst, Petworth, Selsey and East Wittering and Bracklesham be coordinated through the existing Vision Groups, Towns and Parish Council.

19 Boxgrove Neighbourhood Plan Decision Statement

Cllr Taylor introduced the item and confirmed that a Referendum would not be able to take place until May 2021.

In a vote the Cabinet made the following resolutions:

RESOLVED

1. That the Decision Statement as set out in the appendix be approved for publication.
2. That the examiner's recommendation that the Neighbourhood Development Plan proceed to referendum, subject to modifications as set out in the Decision Statement be approved.

20 **Selsey Neighbourhood Plan Decision Statement**

Cllr Taylor introduced the item and confirmed that a Referendum would not be able to take place until May 2021. She also outlined the European Court of Justice decision.

In a vote the Cabinet made the following resolutions:

RESOLVED

1. That the Decision Statement as set out in the appendix, along with the Final Environmental Report for Strategic Environmental Assessment (SEA) of the Selsey Neighbourhood Plan and Non-Technical Summary (October 2019), be published and;
2. following expiry of a six week period, and subject to no legal challenge being received, that the examiner's recommendation that the Neighbourhood Development Plan proceed to referendum, subject to modifications as set out in the amended Decision Statement, be approved.

21 **Discretionary Council Tax Hardship Fund (Covid-19) Policy**

Cllr Wilding introduced the item. Mrs Rogers also provided comment.

The Chair asked for clarification of why the funding level exceeds what the council appears to require. Mrs Rogers explained that the council already has a generous Council Tax reduction scheme in place to support those who need it. Cllr Briscoe asked for confirmation of what any underspend could be spent on. Mrs Rogers explained that the funding could be spent on any area which supports welfare reform within the current financial year.

In a vote the Cabinet made the following resolutions:

RESOLVED

1. That the proposed Discretionary Council Tax Hardship Fund Policy for 2020/2021 be approved.
2. That Cabinet allow for monthly review of this policy with any changes being agreed by the Director of Housing & Communities following consultation with the Cabinet Member for Finance, Corporate Services, Revenues, Benefits & Customer Services.

22 **Public Space Protection Order (PSPO) Dogs Public Consultation Exercise**

Cllr Plant introduced the item. She explained that the Environment Panel at its meeting on 17 June 2020 had requested amendment to Schedule 1 of the draft PSPO to include reference to land adjacent to roads with a designated speed limit of 40mph or more by deleting the words 'having a designated speed limit of 40 mph or

less' from the text at Appendix 1, Schedule 1, Clause 1. The word 'cycleway' was also added to Schedule 1, Clause 2'.

Mr Ballard was then invited to provide comment.

The Chair requested clarification about the 40 mph speed limit referenced on page 174 of the agenda pack. Both Mr Bennett and Mr Ballard confirmed that it could be deleted as it had been carried over historically from the previous Act.

In a vote the Cabinet made the following resolutions:

RESOLVED

1. That the attached draft Public Spaces Protection Order 2020 – Control of Dogs and schedules and maps (Appendices 1-4) as amended be approved for the purpose of public consultation.
2. That the commencement of a public consultation exercise on the draft Public Spaces Protection Order 2020 – Control of Dogs be approved.

23 Urgent Notice - Business Rates Grants Discretionary Fund

RESOLVED

That the Urgent Notice be noted.

24 Late Items

There were no late items.

25 Exclusion of the Press and Public

Mrs Lintill proposed and read the part II resolution in relation to agenda item 15 which was seconded by Mrs Taylor.

The Cabinet then voted to go into part II.

RESOLVED

That with regard to agenda item 15 the public including the press should be excluded from the meeting on the grounds 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.

26 **Increasing the provision of short stay accommodation at Freeland Close**

Cllr Sutton introduced the item. Mr Jones and Mrs Grange were also invited to comment.

In a vote the Cabinet made the following recommendations to Council:

RECOMMENDED TO COUNCIL

1. That the updated Project Initiation Document in Appendix 1 be approved.
2. That the additional funding requirements of the scheme as yet not released and detailed in paragraph 8.1 be approved.
3. That delegated powers be granted to the Director of Housing and Communities and the Director of Corporate Services following consultation with the Cabinet Member for Housing and the Cabinet Member for Finance, Corporate Services, Revenues and Benefits, to award the development contract.

The meeting ended at 11.37 am

CHAIRMAN

Date: