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A meeting of the **Cabinet** will be held in Virtual on **Tuesday 5 January 2021** at **9.30 am**

MEMBERS: Mrs E Lintill (Chairman), Mrs S Taylor (Vice-Chairman), Mr R Briscoe, Mr A Dignum, Mrs P Plant, Mr A Sutton and Mr P Wilding

AGENDA

1 **Chair's Announcements**
The Chair 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 - 12)
The Cabinet is requested to approve as a correct record the minutes of its meetings on 24 November 2020 and 8 December 2020.

Please note this includes a restricted minute for 8 December 2020 circulated to members only.

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 Chair's discretion to extend that period.

Please note that due to Christmas the deadline for Public Question Time is 12 noon on Wednesday 23 December 2020.

RECOMMENDATIONS TO COUNCIL

5 **Climate Emergency Detailed Action Plan**
Report to follow.

- 6 **Cultural Grants Funding Agreement Extension Request** (Pages 13 - 23)
The Cabinet is requested to consider the report and its appendices and agree the following recommendation to Council:

That Cabinet recommends to Council that a one year extension of grant funding to the 31 March 2023, is awarded to both, Chichester Festival Theatre and Pallant House Gallery in line with Arts Council England funding.

- 7 **Initial Project Proposals 2021-2022 and Corporate Plan** (Pages 25 - 36)
The Cabinet is requested to consider the report and its appendices and make the following recommendation to Council and resolutions:

1. That Cabinet recommends to Council that the Corporate Plan 2018-2021 be extended for a period of one year.
2. That the new project proposals for 2021-2022 as set out in appendices 1 to 3 be agreed.
3. That, subject to the agreement of para 2.2 above, Cabinet approve the release of £40,000 from Chichester District Council's General Fund Reserve to fund the consultancy and feasibility work identified in para 5.2 for 2021-2022.
4. That it be noted that any projects that exceed £50,000 or have a major impact will be subject to a full Project Initiation Document (PID) and considered by Cabinet and Council, if over £100,000, at a later date.

KEY DECISIONS

None.

OTHER DECISIONS

None.

- 8 **Late Items**
- a) Items added to the agenda papers and made available for public inspection
 - b) Items which the Chair has agreed should be taken as matters of urgency by reason of special circumstances to be reported at the meeting

- 9 **Exclusion of the Press and Public**
There are no restricted items for consideration at this 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) 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.