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A meeting of the **Cabinet** will be held in Virtual on **Tuesday 6 April 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 - 8)
The Cabinet is requested to approve as a correct record the minutes of its meeting on Tuesday 2 March 2021.
- 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.

Please note that due to Easter the deadline for submission of public questions is midday on Wednesday 31 March 2021.

RECOMMENDATIONS TO COUNCIL

None.

KEY DECISIONS

- 5 **Approval to release funds from the Community Infrastructure Levy to West Sussex County Council to fund project IBP/665 Phase 1 Chichester Road Space Audit – Chichester Parking Management Plan** (Pages 9 - 17)
The Cabinet is requested to consider the report and its appendices and make the following resolution:

That Cabinet recommends approval of the release of £100,000 from the Community Infrastructure Levy to West Sussex County Council to part fund Infrastructure Business Plan project 665 Phase 1 Chichester Road Space Audit, Chichester Parking Management Plan. The project is estimated to be completed in April 2021.

6 Covid 19 Ambassador Funding (Pages 19 - 22)

The Cabinet is requested to consider the report and make the following resolutions:

1. That funding of £43,695 be approved from the COVID Contain Outbreak Management Fund (COMF), for an extension of the existing Ambassador Service to support the Council's Covid 19 business recovery in Chichester District until 21 June 2021.
2. That authority be delegated to the Strategic Leadership Team following consultation with the Leader and relevant Cabinet Member to allocate COMF funding to appropriate projects in accordance with the grant conditions.

OTHER DECISIONS

7 Allocation of Commuted Sums to Deliver Affordable Housing (Pages 23 - 25)

The Cabinet is requested to consider the report and make the following resolutions:

1. That the allocation of £60,000 commuted sum monies be approved to Midhurst Community Land Trust to fund the acquisition and delivery of 2 affordable rented dwellings at Park Crescent Midhurst.
2. That delegated authority be given to the Director of Housing and Communities to allow the payment of monies prior to practical completion to allow the trust to acquire the units subject to satisfactory discharge of planning conditions and receipt of solicitor's completion statement.

8 Chichester City Local Cycling and Walking Infrastructure Plan (Pages 27 - 215)

The Cabinet is requested to consider the report and its appendices and make the following resolution:

That the responses to the public consultation and approves adoption of the Chichester City Local Cycling and Walking Infrastructure Plan be noted.

9 Urgent Decision Notice (Page 217)

The Cabinet is requested to note the urgent decision notice to approve an amendment to the Council Tax Reduction scheme for 2021/22 following the Budget announcements on 3 March 2021.

10 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.

11 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.