

**JOHN WARD**  
Director of Corporate Services

Contact: Lisa Higenbottam on 01243 534684  
Email: lhigenbottam@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 in the Committee Rooms, East Pallant House on **Tuesday 5 October 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 7 September 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 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.

### RECOMMENDATIONS TO COUNCIL

- 5 **Council Tax Review of Locally Defined Discounts and Premiums** (Pages 9 - 14)  
The Cabinet is requested to consider the report and its appendix and make the following recommendation to Council:  
  
That the Council Tax Discounts and Premiums proposed in the Appendix to the agenda report be applied for the 2022-2023 financial year.
- 6 **Release of funds from the Community Infrastructure Levy to Chichester District Council Environment Team to fund Project IBP/842 Strategic Wildlife Corridors** (Pages 15 - 21)  
The Cabinet is requested to consider the report and its appendices and make the following recommendation to Full Council:

That Cabinet recommends to Council approval of the release of £575,000 from the Community Infrastructure Levy to Chichester District Council's Environment Team to cover most of the costs of funding Infrastructure Business Plan Project 842 Strategic Wildlife Corridors.

### **KEY DECISIONS**

None.

### **OTHER DECISIONS**

7 **Appointment to Panel**

The Cabinet is requested to agree the appointment of Cllr Sarah Lishman to the Grants and Concessions Panel in place of Cllr Sarah Sharp.

8 **Modern Slavery Transparency Statement (Pages 23 - 34)**

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

1. That Cabinet adopt the Chichester District Council Modern Slavery Transparency Statement (Appendix 1).
2. That Cabinet delegate any future revisions of this Policy to the Director of Housing & Communities following consultation with the Cabinet Member for Community Services and Culture.
3. That Cabinet note the Declaration of Intent (Appendix 2).

9 **Place Brand Strategy (Pages 35 - 44)**

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

1. That Cabinet has considered the report outlining the background to the potential development of a Place Brand Strategy for the District.
2. That Cabinet notes that the proposals contained within the report are to be considered within the context of the Councils Future Services Framework priority setting exercise after which projects will be reported back to Cabinet as appropriate for further consideration.

10 **Proposal to deter unauthorised vehicle encampments on CDC land (Pages 45 - 53)**

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

1. To approve the release of £69,930 from reserves to fund vehicle incursion deterrent measures at both New Park and East Broyle open spaces, as set out in appendix A.
2. To note the positive engagement approach used for this work and the positive feedback received.

11 **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

12 **Exclusion of the Press and Public**

The Cabinet is asked to consider in respect of agenda item 13 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 relevant only (printed on salmon paper)]

13 **Midhurst Castle, St. Anne's Hill, Midhurst (Pages 55 - 61)**

The Cabinet is requested to consider the report and its appendix and make the resolution as set out in section 2.1 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) Subject to the provisions allowing the exclusion of the press and public, the photographing, filming or recording of this meeting from the public seating area is permitted. To assist with the management of the meeting, anyone wishing to do this is asked to inform Democratic Services of their intentions before the meeting starts. The use of mobile devices for access to social media is permitted, but these should be switched to silent for the duration of the meeting. Those undertaking such activities must do so discreetly and not disrupt the meeting, for example by oral commentary, excessive noise, distracting movement or flash photography. Filming of children, vulnerable adults or members of the audience who object should be avoided. [Standing Order 11.3 of Chichester District Council's Constitution]
- (4) Subject to Covid-19 Risk Assessments members of the public are advised of the following:
  - (a) Where public meetings are being held at East Pallant House in order to best manage the space available members of the public are in the first instance asked to listen to the meeting online via the council's committee pages.
  - (b) Where a member of the public has registered a question or statement they will be invited to submit the question or statement in advance to be read out by Democratic Services. They may attend the meeting but will be asked to sit in an allocated seat in the public gallery.
  - (c) It is recommended that all those attending take a lateral flow test prior to the meeting.
  - (d) All those attending the meeting will be required to wear face coverings and maintain social distancing when in the building/meeting room.
  - (e) Members of the public must not attend any face to face meeting if they or a member of their household have Covid-19 symptoms and/or are required to self-isolate
- (5) 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.