



Minutes of the meeting of the **Cabinet** held in Committee Rooms, East Pallant House on Tuesday 1 March 2022 at 9.30 am

**Members Present** 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

**Members Absent**

**In attendance by invitation**

**Officers Present** Mrs H Belenger (Divisional Manager for Financial Services), Mr N Bennett (Divisional Manager for Democratic Services), Mr K Carter (Divisional Manager, CCS), Mr M Catlow (Group Accountant (Technical and Exchequer)), Mr D Cooper (Group Accountant), Mrs L Dyer (Health Protection Manager), Mrs A-M Ferrier (Planning Policy Officer), Mr A Frost (Director of Planning and Environment), Miss L Higenbottam (Democratic Services Manager), Mrs J Hotchkiss (Director of Growth and Place), Mr D Hyland (Community and Partnerships Support Manager), Mr J Mildred (Divisional Manager for Corporate Services), Mrs V Owen (Principal Planning Policy Officer), Mrs E Reed (Environmental Housing Manager), Mrs L Rudziak (Director of Housing and Communities), Mrs D Shepherd (Chief Executive), Ms A Stevens (Divisional Manager for Environmental Protection), Mrs F Stevens (Divisional Manager for Planning), Mrs E Thomas (Wellbeing Manager), Mr J Ward (Director of Corporate Services), Western (Housing Delivery Manager) and Mr T Whitty (Divisional Manager for Planning Policy)

#### 138 **Chair's Announcements**

Cllr Lintill welcomed everyone to the meeting. She explained that as a council the Ukraine flag would be flown as a sign of support to the Ukraine and all those affected both in the Ukraine and the district.

There were no apologies for absence.

#### 139 **Approval of Minutes**

**RESOLVED**

That the minutes of the Special Cabinet meeting held on 24 January 2022 be approved a correct record.

**RESOLVED**

That the minutes of the Cabinet meeting held on 1 February 2022 be approved a correct record.

**140 Declarations of Interests**

There were no declarations of interest.

**141 Public Question Time**

There were no public questions.

**142 Draft Treasury Management, Investment and Capital Strategies**

Cllr Wilding introduced the item.

Cllr Taylor with reference to page 21, table 2 requested clarification of why the balance sheet lists no CIL figure for 2025 and 2026. Mr Catlow explained that although CIL is anticipated the table refers to what is known to be spent.

Cllr Dignum asked what impact the increase in interest rates is having on the capital value of the council's bonds. Mr Catlow explained there is a difference between short term and long term bonds. He outlined a u-shaped curve in the value of bonds which he saw beginning to stabilise. Cllr Dignum followed up by asking the cost implication if the council were to sell assets at a loss. Mr Catlow explained that at present it would be deferred on a statutory override until 2023 with the first year charged to revenue.

Cllr Sutton requested information on whether the situation in Russia affects the council's Strategy. Mr Catlow explained that the council's external pool fund investments are not directly linked to Russia however there are indirect risks due to the impact on companies such as BP and on the overall impact on the UK stock market and the impact that has on shares.

In a vote the following recommendations were made:

**RECOMMENDED TO COUNCIL**

1. That the Treasury Management Policy Statement, the Treasury Management Strategy Statement, the Investment Strategy and relevant Indicators for 2022/23 be approved.
2. That the Council's Capital Strategy for 2022/23 to 2026/27 be approved.

**143 Budget Spending Plans 2022-23**

Cllr Wilding introduced the item.

Cllr Sutton asked what the impact of the rise in inflation is on the council's budget. Cllr Wilding confirmed that the net effect of inflation is around £22,000 and therefore not of significant impact.

Cllr Sutton also asked for clarification of whether there is a cut on the planning budget. Cllr Taylor explained that the impression given by the report is due to the way local authorities have to present their accounts. It is a requirement of local authority accounting that any capital monies sent to third parties as grants or contributions must be shown in the revenue budget, such as CIL monies. If any of those monies come from an outside body they have to be shown in the service budget.

Cllr Dignum asked for further information of what the large income streams were under Cllr Sutton's portfolio. *Officers provided a written response to members after the meeting.*

In a vote the following recommendations were made:

#### **RECOMMENDED TO COUNCIL**

- a) That a net budget requirement of £15,015,600 for 2022-23 be approved.
- b) That Council Tax be increased by £5.00 from £170.81 to £175.81 for a Band D equivalent in 2022-23.
- c) That a contribution from the General Fund Reserve of £576,100 be approved to help fund the 2022-23 budget.
- d) The capital programme, including the asset renewal programme (appendix 1c and 1d of the agenda report) be approved.
- e) That a local Council Tax Hardship Reliefs Scheme for 2022-23 giving an additional £150 deduction on council tax bills for relevant taxpayers in receipt of CTR as set out in paragraph 6.7 of this report, using the £159,916 grant received in 2021-22.

#### **144 Allocation of Commuted Sums to Deliver Affordable Housing**

Cllr Sutton introduced the item.

Cllr Taylor asked whether the nomination agreement would be in perpetuity or for the first or second lettings. Mr Western explained that the council has 100% of the nomination rights for the first let. At the point of re-let this changes to 50% with the other 50% being made from the housing association's own waiting list.

In a vote the following recommendation and resolution were made:

#### **RECOMMENDED TO COUNCIL**

The allocation of £50,000 commuted sum monies to Chichester Greyfriars Housing Association to fund the delivery of 5 social rented flats at Royal Close, Chichester.

## **RESOLVED**

That delegated authority is 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.

### **145 Senior Staff Pay Policy Statement 2022-2023**

Cllr Wilding introduced the item. He drew attention to the agenda supplement with amended Appendix 1 following agreement of the pay award.

In a vote the following recommendation was made:

## **RECOMMENDED TO COUNCIL**

That the Senior Staff Pay Policy Statement 2022-2023 be agreed for publication.

### **146 Chichester Wellbeing**

Cllr Briscoe introduced the item.

Cllr Lintill explained that the recommendations would now be made to Council.

In a vote the following recommendations were made:

## **RECOMMENDED TO COUNCIL**

1. To enter into a partnership agreement with West Sussex County Council for 2022/23 – 2026/27 and receive funding annually to deliver the Wellbeing service in line with the agreed business plan.
2. Delegated authority for the Director for Housing and Communities to finalise, sign and enter into the Wellbeing partnership agreement with West Sussex County Council.

### **147 Authorities Monitoring Report 2020-2021**

Cllr Taylor introduced the item.

In a vote the following resolutions were made:

## **RESOLVED**

1. That Cabinet approve the Authority's Monitoring Report 1 April 2020 – 31 March 2021 for publication.
2. That the Director of Planning and the Environment be authorised, following consultation with the Cabinet Member for Planning Services, to make any

minor amendments to the Authority's Monitoring Report prior to its publication.

**148 Changes to Priorities and Principles of Grant funding**

Cllr Briscoe introduced the item.

Cllr Plant drew attention to a minor amendment required to page 195 to refer to seven principles.

**RESOLVED**

In a vote the following resolution was made:

That Cabinet approve the Council's Priorities and Principles of Grant Funding shown in appendix 1, with effect from 1 April 2022.

**149 Choose Work**

Cllr Briscoe introduced the item.

Cllr Dignum asked whether the £62,000 grant from West Sussex County is received in three tranches or as a lump sum. Mr Hyland explained that it would be a lump sum and that the expectation would be that additional sources of funding would need to be found.

In a vote the following resolution was made:

**RESOLVED**

That Cabinet agree to receiving £62,857 from the West Sussex Economic Recovery Fund and delegate to the Divisional Manager for Communities the allocation of funds over three years (2022/23 – 2024/25).

**150 Review of Skin Piercers Registration Policy, Fees and Charges**

Cllr Lintill confirmed that it had been clarified that Cabinet would be recommending to the General Licensing Committee as per the Constitution.

Cllr Plant introduced the item.

In a vote the following recommendation was made:

**RECOMMENDED TO THE GENERAL LICENSING COMMITTEE**

That Cabinet recommends the revised skin piercing registration fees and charges 2022-23 for approval by the General Licensing Committee.

**151 The Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015 – Civil Penalty Policy**

Cllr Sutton introduced the item.

Cllr Dignum asked whether similar regulations apply to registered providers. Mrs Reed confirmed that registered providers are required to have an EPC but there is no minimum level to that EPC. She added that the Government is encouraging registered providers to improve their provision with associated funding available.

Cllr Taylor asked how the council would be proactive to ensure properties are up to standard. Mrs Reed explained that the project has allowed a targeted approach to F and G rated properties. She added that in September 2021 there were 461 properties at that level which following engaging with landlords has now reduced to 90.

Cllr Lintill asked what would happen after the project. Mrs Reed explained that it was likely that the work would continue within the team.

Cllr Briscoe asked if there is a green homes grant. Mrs Reed explained that there is Eco funding provided by energy providers to those on low income subject to their landlords agreement.

Cllr Plant asked about properties in conservation areas and can anything be done to improve them. Mrs Reed explained that properties in conservation areas are not exempt if low impact improvements that do not affect the appearance can be made. The project has allowed officers to explain to landlords of older properties how energy efficient changes can be made.

In a vote the following resolutions were made:

**RESOLVED**

1. That Cabinet approves The Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015 – Civil Penalty Policy
2. That Cabinet delegates the enforcement powers and ability to issue civil penalties in relation to the Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015 to the Director of Housing and Communities.
3. That the monies received through the issuing of fines are used to meet the cost and expenses incurred in, or associated with, carrying out any such enforcement work.

**152 Late Items**

There were no late items.

**153 Urgent Decision Notice - Westward House Energy, Efficiency and Thermal Comfort Project February 2022**

The Cabinet noted the Urgent Decision Notice related to the Westward House Energy, Efficiency and Thermal Comfort Project February 2022.

**154 Exclusion of the Press and Public**

Cllr Lintill proposed and read the part II resolution in relation to agenda items 18 and 19. This was seconded by Cllr Taylor and agreed by the Cabinet with a vote to go into part II.

**RESOLVED**

That with regard to agenda items 18 and 19 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.

**155 Award of contract for electric refuse collection vehicles**

Cllr Plant introduced the item.

Cllr Lintill invited Cllr Moss to speak on the item.

Questions were received from Cllr Wilding, Cllr Dignum and Cllr Sutton. Mr Carter responded.

In a vote the following resolutions were made:

**RESOLVED**

That the resolutions as set out in sections 2.1 and 2.2 of the report be agreed.

**156 Financial Services Contracts 2022**

Cllr Wilding introduced the item.

Questions were received from Cllr Plant and Cllr Lintill. Mr Catlow responded.

In a vote the following resolutions were made:

**RESOLVED**

That the resolutions as set out in sections 2.1, 2.2, 2.3 and 2.4 of the report be agreed.

The meeting ended at 11.15 am

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CHAIRMAN

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Date: