

**JOHN WARD**  
Director of Corporate Services

Contact: Democratic Services  
Email: [democraticservices@chichester.gov.uk](mailto:democraticservices@chichester.gov.uk)

East Pallant House  
1 East Pallant  
Chichester  
West Sussex  
PO19 1TY  
Tel: 01243 785166  
[www.chichester.gov.uk](http://www.chichester.gov.uk)



A special meeting of the **Cabinet** will be held in Virtual on **Tuesday 16 February 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 **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.
- 3 **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.

## RECOMMENDATIONS TO COUNCIL

- 4 **Budget Spending Plans 2021-22** (Pages 1 - 69)  
The Cabinet is requested to make consider the report and its appendices and make the following recommendations to Council and resolutions:
  1. That the Cabinet recommends to the Council:
    - (a) That a net budget requirement of £15,041,200 for 2021-22 be approved.
    - (b) That Council Tax be increased by £5.00 from £165.81 to £170.81 for a Band D equivalent in 2021-22.
    - (c) That a contribution from the General Fund Reserve of £2,099,300 be approved to help fund the 2021-22 budget.

- (d) Should the final settlement differ from the draft settlement, the sum in 3.1 (c) above be adjusted accordingly.
- (e) The capital programme, including the asset renewal programme (appendix 1c and 1d of the agenda report) be approved.

2. That the Cabinet further notes:

- (a) The current estimated resources position set in appendix 2 of the agenda report, and
- (b) The budget variances included in the Draft Budget Spending Plan as set out in appendix 1b of the agenda report.

**5 Housing Standards Financial Assistance and Enforcement Policy 2020-2025**  
(Pages 71 - 140)

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

1. That the Housing Standards Financial Assistance and Enforcement Policy 2021-2026 set out in the appendix is approved
2. That the remaining existing budgets are used together with £233K, repurposed from the Affordable Housing Capital fund, to provide the financial assistance required to support this policy, as set out in 7.1, and a review of the policy and funding requirements is undertaken in year 3.
3. That the enforcement of the new Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020 be delegated to the Director of Housing and Communities for enforcement under the new policy.
4. That the use of monies received through the issuing of fines to be used to meet the cost and expenses incurred in, or associated with, carrying out any such enforcement work.
5. That delegation be given to the Divisional Manager for Housing following consultation with the Cabinet Member for Housing, Communications, Licensing and Events to make minor amendments to the policy as required.

**KEY DECISIONS**

None.

**OTHER DECISIONS**

None.

**6 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.

**7 Exclusion of the Press and Public**

The Cabinet is asked to consider in respect of agenda item 8 (Leisure Management Contract 2021-2022) 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)]

**8 Leisure Management Contract 2021-2022 (Pages 141 - 146)**

The Cabinet is requested to consider the report and make the recommendations to Council as set out in sections 2.1a and 2.1b 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) 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.