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A meeting of the **Cabinet** will be held in the Committee Rooms, East Pallant House on **Tuesday 7 February 2023 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 10 January 2023.
- 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 **Budget Spending Plans 2023-24** (Pages 9 - 85)
The Cabinet is requested to consider the report and its appendices and make the following recommendations to Council and resolutions:

That the Cabinet recommends to the Council:

- (a) **That a net budget requirement of £15,845,400 for 2023-24 be approved.**
- (b) **That Council Tax be increased by £5.26 from £175.81 to £181.07 for a Band D equivalent in 2023-24.**
- (c) **Should the final settlement differ from the draft settlement, an equivalent sum be either transferred to or transferred from reserves.**

- (d) The capital programme, including the asset renewal programme (appendices 1c and 1d of the agenda report) be approved.
- (e) The capital prudential indicators and the Minimum Revenue Provision (MRP) Policy (appendix 4 of the agenda report) be approved.
- (f) That the Government's Council Tax Support Fund Scheme for 2023-24 be allocated as set out in paragraph 6.7 of this report, using the £170,515 grant received in the 2023-24 financial settlement. Any residual balance from this grant to be used to fund a discretionary scheme, with delegated authority to the Director of Housing & Communities in consultation with the Cabinet member for Corporate Services, Revenue and Benefits to agree the criteria of the discretionary scheme.

That the Cabinet further notes:

- (a) The current estimated resources position set out 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.

6 **Draft Capital Strategy 2023-24 to 2027-28** (Pages 87 - 115)

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

That the Cabinet considers the Council's draft Capital Strategy for 2023-24 to 2027-28 and recommends it to Council for approval.

7 **Changing Places** (Pages 117 - 120)

The Cabinet is requested to consider the report and make the following recommendation to Council and resolution:

1. **That Cabinet recommends to Council that the capital funding of £210,000 for Changing Places facilities is accepted and that Officers continue to progress the projects for delivery of the schemes across the district.**
2. **That Cabinet approves the additional revenue costs estimated to be £8,000 from 2024/2025 onwards, to be found out of existing revenue budgets, to maintain the Changing Places facility in Midhurst.**

KEY DECISIONS

None.

OTHER DECISIONS

8 **Approval to release funds from the Community Infrastructure Levy to West Sussex County Council to fund project IBP/355 Real Time Passenger Information screens within Chichester City (phase 2)** (Pages 121 - 136)

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

That Cabinet approves the release of £60,000 from the Community

Infrastructure Levy to West Sussex County Council to fund Infrastructure Business Plan project 355 (phase 2): the provision of 8 additional Real Time Passenger Information screens in Chichester City.

- 9 **Urgent Decision Notice - Local Authority Allocation Fund** (Page 137)
The Cabinet is requested to note the Urgent Decision Notice relating to the Local Authority Allocation Fund.

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**

The Cabinet is asked to consider in respect of Agenda Item 5, Appendix 5 and Agenda Item 12 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)]

12 **Enabling the Delivery of Affordable Housing on the Crooked Lane, Birdham Exception Site** (Pages 139 - 250)

The Cabinet is requested to consider the exempt report and its exempt appendices and make the recommendations to Council as set out in sections 3.1 and 3.2 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 Covid-19 Risk Assessments members of the public are advised of the following;
 - 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.
 - Where a member of the public has registered a question they will be invited to attend the meeting and will be issued a seat in the public gallery.
 - You are advised not to attend any face to face meeting if you have symptoms of Covid.
- (4) 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 the chairman of the meeting 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]

(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.