

JOHN WARD
Head of Finance and Governance Services

Contact: Philip Coleman, Member Services Manager
Tel: 01243 534655 Email: pcoleman@chichester.gov.uk

East Pallant House
1 East Pallant
Chichester
West Sussex
PO19 1TY
Tel: 01243 785166
www.chichester.gov.uk



A meeting of **Cabinet** will be held in Committee Room 1 - East Pallant House on **Tuesday 12 April 2016 at 9.30 am**

MEMBERS: Mr A Dignum (Chairman), Mrs E Lintill (Vice-Chairman), Mr R Barrow, Mr B Finch, Mrs P Hardwick, Mrs G Keegan and Mrs S Taylor

AGENDA Part 1

- 1 **Minutes**
To approve as a correct record the minutes of the special Cabinet meeting held on 31 March 2016 (to follow).
- 2 **Urgent Items**
Chairman to announce any urgent items which due to special circumstances are to be dealt with under agenda item 11(b).
- 3 **Declarations of Interests**
Members and officers are reminded to make any declarations of disclosable pecuniary, personal and/or prejudicial interests they may have in respect of matters on the agenda for this meeting.
- 4 **Public Question Time**
Questions submitted by members of the public in writing by noon on the previous working day (for a period up to 15 minutes).

KEY DECISIONS

- 5 **Recycling Action Plan** (Pages 1 - 23)
To consider the recommendations of the Waste & Recycling Panel and to approve a Recycling Action Plan and a Communication Strategy, and specific initiatives arising therefrom.
- 6 **District Council Car Parks - Review of Payment Options** (Pages 24 - 41)
Further to minutes 657 of 14 October 2014 and 142 of 9 February 2016, to review various options for payment in District Council car parks, including pay on foot and various cashless options.

OTHER DECISIONS

- 7 **Public Spaces Protection Order Consultation Exercise: Chichester City** (Pages 42 - 58)
To consider authorising a consultation exercise relating to the behaviours to be included in, and geographical area of, a potential Public Spaces Protection Order

(PSPO) in Chichester City. A PSPO gives additional powers to the Council and Police to take enforcement action against individuals breaching the PSPO by carrying out specific identified types of nuisance, such as drinking in public areas and illegal street trading.

8 Asset Management Plan 2016-2021 (Pages 59 - 95)

To approve the Asset Management Plan (AMP), which is a key corporate document that describes the way in which the Council manages and maintains its property portfolios.

9 Budget Carry Forward Requests (Pages 96 - 98)

On the recommendation of the Corporate Governance and Audit Committee, to approve three requests totalling £88,600 for budgets to be carried forward to the 2016/17 financial year.

10 Exclusion of the Press and Public

There are no restricted items for consideration.

11 Consideration of any late items as follows:

- a) Items added to the agenda papers and made available for public inspection
- b) Items which the chairman has agreed should be taken as matters of urgency by reason of special circumstances to be reported at the 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. Restrictions have been introduced on the distribution of paper copies of supplementary information circulated separately from the agenda as follows:
 - a) Members of the Cabinet and Chairmen of Corporate Governance & Audit Committee and Overview & Scrutiny Committee and Senior Officers receive paper copies of the supplements (including appendices). Other members may request a copy of the supplementary information or a copy is available in the Members' Room, East Pallant House.
 - b) The press and public may view this information 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 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)
4. A key decision means an executive decision which is likely to:
 - result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council'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 Council's area or
 - incur expenditure, generate income, or produce savings greater than £100,000.

Non-Cabinet member Councillors speaking at Cabinet

Standing Order 22.3 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 his consent in writing by email in advance of the meeting. They should do this by noon on the day before the 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 he would therefore retain his discretion to allow the contribution without notice.