

## Notice of the Making of an Urgent Decision

Para 1 of the second sub-section of section 3 in Part 3 of Chichester District Council's *Constitution* provides for any senior officer to make urgent decisions following consultation with the Leader or Deputy Leader of the Council and the Chairman of the Overview and Scrutiny Committee on any matters where it is not practicable to refer these to a meeting of the Council, the Cabinet or other committee provided that a full report on any decisions taken shall subsequently be made. A decision of this nature has been made as set out below:

Decision title	Financial support for the Council's leisure contractor, Sport & Leisure Management Limited
Decision taker	Jane Hotchkiss
Decision consultees	Eileen Lintill – Leader Adrian Moss - Chairman of the Overview and Scrutiny Committee
Decision date	Friday 27 March 2020
Decision details	<p>That in the absence of a Cabinet meeting the following be approved:</p> <p>1) The leisure contract management fee and capital fees for March, April and May be cancelled. The capital fees are to be repaid to the council over the remaining years of the contract. The costs of 3.66fte staff and building costs for April and May to be covered. The retained staff are required to complete necessary building checks/maintenance, and provide continued access to Westgate Leisure Centre for keyworker childcare provision. The building costs have been reduced significantly to cover essential contracts and services only. In addition, CDC normally refund Everyone Active on a monthly basis for car parking payments made to their customers who use the parking whilst at the centre. Due to the centre being closed and car parking currently be free, no refunds are being given which results in an approximate saving to the leisure budget of £45k during March, April and May.</p> <p>The overall impact to the leisure budget is loss of income and costs totaling £184,000.</p>
Reason for urgency	Coronavirus pandemic.
Name and date of the meeting to receive a full report	To be noted at the next Council meeting.

Jane Hotchkiss  
Director of Growth and Place  
17 April 2020