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Minutes of the meeting of the **Cabinet** held in the Committee Rooms, East Pallant House on Tuesday 5 April 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 Cally Antill (West Sussex County Adaptions Manager), Mr N Bennett (Divisional Manager for Democratic Services), Miss L Higenbottam (Democratic Services Manager), Mrs J Hotchkiss (Director of Growth and Place), Mr J Mildred (Divisional Manager for Corporate Services) and Mrs S Peyman (Divisional Manager for Culture)

157 **Chair's Announcements**

Cllr Lintill welcomed everyone to the meeting.

There were no apologies for absence.

There was one late item to take under Late Items to note an Urgent Decision Notice relating to the Discretionary Energy Rebate Scheme.

158 **Approval of Minutes**

RESOLVED

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

159 **Declarations of Interests**

Cllr Dignum declared a personal interest in relation to agenda item 7 as a member of Chichester City Council.

160 **Public Question Time**

There were no public questions.

161 **Energy, Efficiency and thermal Comfort Works at Westward House, Chichester**

Cllr Sutton introduced the item.

Cllr Dignum asked whether the energy saving levels were known. Mrs Reed explained that the information would be available following the surveys which would provide current and possible EPC ratings for each property. A decision would then be made on which measures to progress. High heat retention storage heaters and thermal insulation would be prioritised. If funding allowed smart hot water heaters, LED lighting and floor insulation could be added. She explained that the measures will improve the energy efficiency performance of the properties.

In response to a request from Cllr Dignum to clarify the recommendation Cllr Sutton explained that it is a request for a maximum figure which would not be spent in full if a suitable need is not identified following the surveys. Mrs Antill added that there is a maximum £7,500 that can be spent per property.

Cllr Sutton explained that the deadline for the funding was tight which is why the report had been brought before the Cabinet prior to the surveys. Cllr Dignum requested Cllr Sutton's assurance that the council gets value for money. He also asked whether the Asset Replacement Programme had been considered. Mrs Rudziak clarified that the project is about replacing an out-of-date heating system which had proved difficult in replacing broken parts. The Asset Replacement Programme does not cover the parts for the heating system but instead includes a renovation of Westward House in the future. She added that the improvements were likely to create savings for the residents of Westward House by making their energy consumption more efficient.

Cllr Plant then drew attention to the council's use of the Green Homes Grant.

Cllr Briscoe asked whether any energy savings would contribute to the council's overall energy savings levels. Cllr Sutton explained that this would become apparent following the surveys.

Cllr Wilding asked if the council was maximising the amount it could claim which was confirmed.

In a vote the following recommendations to Council were agreed:

RECOMMENDATION TO COUNCIL

1. The approval of the Project Initiation Document (PID) for the energy efficiency and thermal comfort works at Westward House (see separate Appendix).
2. The approval of the Council's financial contribution of up to £80,000 funded from council reserves. The overall project cost to install energy efficiency measures at Westward House is up to £305,000. The Council will receive a grant of up to £205,000.

162 **Governance Arrangements for Housing and Communities Panel**

Cllr Sutton introduced the item. He explained that he would Chair the Housing and Communities Panel but would invite Cllr Briscoe to attend if there are items which directly affect Cllr Briscoe's Communities portfolio area.

Cllr Dignum asked with reference to the Terms of Reference whether all of the services under Mrs Rudziak's directorate would report to this Panel. Mrs Rudziak explained that Revenues and Benefits and Customer Services were not included. Cllr Dignum requested they be added which was agreed by the rest of the Cabinet.

Cllr Dignum requested that routeing changes be reviewed. Mr Ward agreed to look at the routeing outside of the meeting.

In a vote the following recommendations to Council were agreed:

RESOLVED

1. That Cabinet approve the Terms of reference set out in the Appendix to this report with amendment to include Revenues and Benefits and Customer Services.
2. That Cabinet approves the numbers of members forming the Housing and Communities Panel, DPIP, Environment Panel and Economic Development Panel as set out in paragraph 5.2 of this report.

163 Report from the Priory Park Task and Finish Group

Cllr Sutton introduced the item.

Cllr Lintill allowed Cllr Plowman who had requested in advance to speak to address the Cabinet. Cllr Plowman spoke in support of the report and how the Task and Finish Group had been run.

Cllr Taylor asked in relation to section 5.2 of the report how many parks in rural areas are funded by the parish council and what steps had been taken to engage parish council's to see if they would fund the parks. Mr Ward agreed to investigate with Chichester Contract Services and provide a response after the meeting. Cllr Dignum suggested Mr Ward look back at the New Homes Bonus applications and the funding that had been provided to parish council's via that route.

Cllr Dignum in relation to paragraphs B and C of the report in particular the section stating *'the funding available with these aspirations'* commented that the Asset Replacement Programme would apply to the White Pavilion but not to the Brick Pavilion and did not want the council to be committed to any additional funding for that purpose. He added that the White Pavilion could be viewed as a community use building and therefore the council could to a limited extent provide top up funds from the Asset Replacement Programme for that purpose. Cllr Sutton clarified that during the course of the Task and Finish Group funding options for the Cricket Club had become apparent. Mrs Hotchkiss added that an IPPD would be brought forward for the Brick Pavilion to set out all the options including any additional costs. She

explained that the discussions with the Cricket Club regarding the White Pavilion were ongoing.

Cllr Lintill in relation to recommendation 2.2 asked Cabinet's views on whether to approach parish councils. Cllr Dignum explained that he would abstain from voting for that recommendation as he felt it was not a good use of officer time.

In a vote the following resolutions were agreed:

RESOLVED

1. That Cabinet note the findings of the task and finish group in section 5, and resolve:
 - a) That the changes to the Events strategy set out in Appendix B are approved.
 - b) Officers to continue supportive discussions with the Bowls club and the Cricket club to explore their aspirations for development of their respective facilities, and the funding available consistent with those aspirations.
 - c) Officers continue to explore a community or commercial use for the brick pavilion.
 - d) Proposals for refurbishment of the public conveniences be progressed at the earliest opportunity.
 - e) Officers to bring to cabinet proposals for reprovision of the play equipment.
2. Cabinet agree for parish councils to be approached to seek contributions towards parks that are maintained at CDC expense as detailed in paragraph 5.2.

164 Late Items

The Cabinet noted the Urgent Decision Notice relating to the Discretionary Energy Rebate Scheme.

165 Exclusion of the Press and Public

Cllr Lintill proposed and read the part II resolution in relation to agenda items 10 and 11. 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 10 and 11 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.

166 Part II Urgent Decision Notice - Leisure Management Contract agreement for 2022-23

The Cabinet noted the Part II Urgent Decision Notice relating to the Leisure Management Contract Agreement for 2022-23.

167 **Efficiency of the Service Retirement Report**

Cllr Wilding introduced the item.

Mrs Shepherd and Mr Ward responded to comments from Cllr Lintill and Cllr Wilding.

In a vote the following resolution was agreed:

RESOLVED

That the resolution as set out in section 2.1 of the report be approved.

The meeting ended at 10.16 am

CHAIRMAN

Date:

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