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Minutes of the meeting of the **Cabinet** held in Committee Rooms, East Pallant House on Tuesday 3 May 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 Mr N Bennett (Divisional Manager for Democratic Services), Mr A Frost (Director of Planning and Environment), Mr A Gregory (Project Manager - Estates), Miss L Higenbottam (Democratic Services Manager), Mrs J Hotchkiss (Director of Growth and Place), Mrs V McKay (Divisional Manager for Growth), Mr J Mildred (Divisional Manager for Corporate Services), Mrs T Murphy (Divisional Manager for Place), Mrs S Peyman (Divisional Manager for Culture), Mrs L Rudziak (Director of Housing and Communities), Mrs D Shepherd (Chief Executive) and Mr J Ward (Director of Corporate Services)

168 **Chair's Announcements**

Cllr Lintill welcomed everyone to the meeting.

There were no apologies for absence.

169 **Approval of Minutes**

RESOLVED

That the minutes of the Cabinet meeting held on 5 April 2022 be approved as a correct record.

170 **Declarations of Interests**

There were no declarations of interest.

171 **Public Question Time**

There were no public questions.

172 **Scope for East Pallant House Options Appraisal**

Cllr Lintill introduced the item and explained that the Task and Finish Group would be politically balanced. She added that nominated substitutes would be accepted for the Group and that due to the nature of the Group the meetings would need to be held in person.

Cllr Lintill read out the nominations and proposed that she Chair the Group. The nominations were as follows:

- Cllr Roy Briscoe (Con)
- Cllr Eileen Lintill (Con) and meeting Chair
- Cllr Carol Purnell (Con)
- Cllr Adrian Moss (Lib Dem)
- Cllr Richard Plowman (Lib Dem)
- Cllr Chris Page (Indep Minority Party)
- Cllr Francis Hobbs (Con Reserve)
- Cllr Bill Brisbane (Lib Dem Reserve)
- Cllr Sarah Sharp (Green Minority Party Reserve)

Mr Mildred added that West Sussex County Council were also undertaking a similar options appraisal which may provide a possibility of sharing the work.

In a vote the following resolutions were agreed:

RESOLVED

1. That the East Pallant House Options Appraisal Task and Finish Group Terms of Reference be agreed.
2. That the membership of the East Pallant House Options Appraisal Task and Finish Group be agreed as follows:
 - a. Cllr Roy Briscoe (Con)
 - b. Cllr Eileen Lintill (Con)
 - c. Cllr Carol Purnell (Con)
 - d. Cllr Adrian Moss (Lib Dem)
 - e. Cllr Richard Plowman (Lib Dem)
 - f. Cllr Chris Page (Indep Minority Party)
 - g. Cllr Francis Hobbs (Con Reserve)
 - h. Cllr Bill Brisbane (Lib Dem Reserve)
 - i. Cllr Sarah Sharp (Green Minority Party Reserve)
3. That the Chair of the East Pallant House Options Appraisal Task and Finish Group be appointed as Cllr Eileen Lintill.
4. That the Cabinet agrees up to £20,000 from reserves to fund a third party to undertake the detailed valuation exercise to inform the options appraisal.

173 **Delegation to Director of Growth & Place for lease values**

Cllr Dignum introduced the item.

In response to a query from Cllr Taylor regarding when the last review had taken place Mr Bennett confirmed it was July 2016.

In a vote the following recommendation to Council was agreed:

***RECOMMENDED TO COUNCIL**

That the Director for Growth & Place's delegation to enter into leases to a value of £60,000 per annum be increased up to £100,000 per annum, until such time as the Constitution is updated and approved.

174 Development Management Division Workloads and Resourcing

Cllr Taylor introduced the item. She explained that there was a need to increase the amount of funding requested from reserves to cover specialist professional services by £10,000. This would provide a contingency which would be carried forward to support the work of future appeals if not required on this occasion.

Cllr Lintill asked if the amount would be enough. Mrs Stevens explained that it had been estimated based on the appeals known to date. Mr Frost added that it was likely that future appeals would require further funding but the request dealt with what was known at the present time.

In a vote the following recommendations to Council were agreed:

***RECOMMENDED TO COUNCIL**

1. The release of £56,000 from reserves to cover the cost of retaining temporary agency staff to address current staff vacancies, and
2. The release of £84,225 from reserves to cover the cost of engaging specialist professional services to support the local planning authority in defending a planning appeal.

175 Stock Condition Surveys

Cllr Dignum introduced the item.

Cllr Lintill asked whether there would be salary savings from the vacant Building Services Manager post. Mrs McKay confirmed that the savings from last year had been returned to reserves. The post remains advertised but if unfilled would provide further underspends to reserve this year.

In a vote the following recommendation to Council was agreed:

***RECOMMENDED TO COUNCIL**

That Council approves the release of £150,000 from reserves to cover the cost of engaging a specialist company to carry out stock condition surveys for all Council built assets.

176 Barnfield Phase 1 and 2a - Post Project Evaluation

Cllr Dignum introduced the item.

In a vote the following resolution was agreed:

RESOLVED

That Cabinet notes the Post Project Evaluation (PPE) for the development of land at Barnfield, Chichester Phases 1 and 2a.

177 Bosham Car Park Options

Cllr Dignum introduced the item.

Cllr Lintill asked whether the refurbishment of the toilets which was outside of the scope of the project would be considered alongside the project. Mrs Murphy confirmed that the two projects would work alongside one another.

In a vote the following resolutions were agreed:

RESOLVED

1. That Cabinet approves the IPPD to undertake an options appraisal for Bosham Car Park.
2. That Cabinet approves release of £20,000 from Reserves to support the project.

178 Changes to Parking Regulations

Cllr Dignum introduced the item.

In a vote the following resolution was agreed:

RESOLVED

That Cabinet notes the amendment to the Traffic Management Act 2004 – Part 6 – Civil Enforcement of Traffic Conventions and approves that the amendments are made to Chichester District Council's Parking Order.

179 Public Conveniences Refurbishment

Cllr Dignum introduced the item.

Cllr Dignum and Cllr Briscoe both asked that the refurbishment of the toilets maintain separate male and female toilet areas. Cllr Dignum also asked that cubicles not open directly onto the street.

In a vote the following resolutions were agreed:

RESOLVED

1. That the PID for the refurbishment of Public Conveniences at the five selected sites be approved.
2. That the release of £569,000 from the Asset Replacement Programme (ARP) to enable the commencement of the project, to cover the initial feasibility including site surveys, design and costings, with a further report to cabinet on the total estimated cost before going out to tender be approved.

180 Late Items

There were no late items.

181 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 item 15 the public excluding 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.

Members took a short break.

182 Leisure Management Contract 2022-2023

Cllr Briscoe introduced the item.

Mrs Shepherd requested clarification of section 7.2, Mr Ward responded.

Mrs Peyman provided some additional points of clarity.

In a vote the following recommendation to Council was agreed:

***RECOMMENDED TO COUNCIL**

That Cabinet makes the recommendation to Council as set out in section 2.1a of the report.

The meeting ended at 10.23 am

CHAIRMAN

Date: