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Minutes of the meeting of the **Cabinet** held in the Committee Rooms, East Pallant House on Tuesday 10 January 2023 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** Mrs L Baines (Democratic Services Manager), Mrs H Belenger (Divisional Manager for Financial Services), Mr N Bennett (Divisional Manager for Democratic Services), Mr A Buckley (Corporate Improvement and Facilities Manager), Ms P Bushby (Divisional Manager for Communities), Mrs K Dower (Principal Planning Officer (Infrastructure Planning)), Mr A Frost (Director of Planning and Environment), Mrs J Hotchkiss (Director of Growth and Place), 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), Ms K Standing (Divisional Manager, Revenues, Benefits and Customer Services) and Mr J Ward (Director of Corporate Services)

## 55 **Chair's Announcements**

Cllr Lintill welcomed everyone and wished them a happy new year.

She explained that there would be one late item 'Grant for Air Quality Analyser'.

There were no apologies for absence.

## 56 **Approval of Minutes**

**RESOLVED**

**That the minutes of the Cabinet meeting held on 6 December 2022 be approved as a correct record.**

57 **Declarations of Interests**

There were no declarations of interest.

58 **Public Question Time**

There were no public questions.

59 **Consideration of Consultation Responses Received on Chichester District Council's Draft Infrastructure Business Plan 2023-2028**

Cllr Taylor introduced the item. She added that IBP/365 would be deleted from Appendix 1. Mrs Dower confirmed this would happen prior to circulation to respondees.

In a vote the following recommendations were agreed:

**RECOMMENDATION TO COUNCIL**

**That Cabinet recommends to Council to:**

- 1. To approve the proposed responses to the representations received and subsequent modifications to the Draft Infrastructure Business Plan 2023-2028 as set out in Appendix 1; and**
- 2. To approve the amended IBP including the CIL Spending Plan attached as Appendix 2.**

60 **Draft Treasury Management and Investment Strategy**

Cllr Wilding introduced the item.

Cllr Plant requested clarification on the use of derivatives in relation to page 82 of the agenda pack. Mrs Belenger clarified that the use of derivatives was not the preferred approach, although if such an investment was considered, all necessary due diligence would be undertaken, including external technical advice to fully understand the risks. The reference referred to on page 82 including the use of derivatives was in relation to the potential fair value changes or price risk which needs to be considered. Mr Ward highlighted that page 66 of the agenda set out the policy for the use of derivatives in the Council's strategy. Mr Ward clarified that the service investment loans referred to related to season ticket and car loans for staff and deposit loans in the housing service.

Members thanked officers for their hard work.

In a vote the following recommendation was agreed:

## RECOMMENDATION TO COUNCIL

**That the Cabinet considers the Treasury Management Policy Statement, Treasury Management Strategy Statement, the Investment Strategy, and relevant indicators for 2023/24 and recommends them to Council for approval.**

### 61 Pallant House Gallery Funding Update

Cllr Briscoe introduced the item.

Cllr Taylor gave her support to the recommendation noting the review the Gallery will undergo this year. Cllr Wilding and Cllr Dignum emphasised the need for financial analysis during the review. Cllr Lintill agreed with the comments made and noted that the council would also be considering its future finances.

In a vote the following recommendation was agreed:

## RECOMMENDATION TO COUNCIL

**That Cabinet recommends to Council that following the withdrawal of Art Council England National Portfolio Funding the Council continues to support Pallant House Gallery under current funding arrangements for 2023/24.**

### 62 The Procurement and Allocation of Temporary Accommodation for Homeless Applicants Policy

Cllr Sutton introduced the item. He explained there was an additional recommendation to add to the report:

***That Cabinet delegates approval for any minor changes to policy where deemed appropriate to the Divisional Manager for Revenues, Benefits, Housing and Communities and the Cabinet Member for Housing Communications, Licensing and Events.***

Ms Standing added that a further review would be undertaken in 2023. She outlined that in 2022/23 46 clients were placed outside of Chichester District noting the locations were in Arun, Worthing and Southsea.

Cllr Plant requested clarification of the difference between interim duty and main duty referenced at section 4.18 of the report on page 109 of the agenda pack. Ms Standing agreed to circulate a response after the meeting.

In a vote the following recommendation and resolution were agreed:

## RECOMMENDATION TO COUNCIL

**That Cabinet recommends to Council the adoption of the Procurement and Allocation of Temporary Accommodation for the Homeless under Part VII of the Housing Act 1996 and Related Legislation Policy.**

## RESOLVED

**That Cabinet delegates approval for any minor changes to the policy where deemed appropriate to the Divisional Manager for Housing, Revenues, Benefits, following consultation with the Cabinet Member for Housing Communications, Licensing and Events.**

### 63 **UK Shared Prosperity Fund and Rural England Prosperity Fund**

Cllr Lintill introduced the item.

Cllr Taylor requested clarification of the total grants fund figure on page 117 of the agenda pack. She also asked for further information on the funding of the part time administrative role and for confirmation of whether any underspend would have to be returned with reference to page 119 of the agenda pack. Mrs Murphy explained that page 117 of the agenda pack shows a £487,800 grant fund figure but noted that additional projects are directly funded. With regard to the part time administrative role up to 6% of the fund is able to be used to support monitoring and administration and this figure had been removed from the total grant fund figure shown. With regard to underspend that is at this stage required to be returned.

With regard to page 117 of the agenda pack Cllr Lintill asked how the remaining £500,000 would be allocated. Mrs Hotchkiss explained that due to the timing of the announcement an Urgent Decision had had to be taken on 15 December 2022 which would be reported to Full Council on 31 January 2023.

Cllr Plant requested clarification of why the grants were only listed to be considered annually. Mrs Murphy explained that due to the funding timings assurances were needed that anyone receiving a grant is in a position to act on receipt of a grant and that this would be kept under review.

Cllr Lintill asked if organisations apply for a grant whether they would also be able to request funding from the council's Grants and Concessions Panel. Mrs Murphy explained that the council would require organisations to match fund any monies awarded. The Grants and Concessions Panel would also receive a monitoring report on all grants awarded to organisations from the CDC.

In a vote the following recommendation and resolutions were agreed:

#### **RECOMMENDATION TO FULL COUNCIL**

**That Cabinet recommends to Council that Chichester District Council accepts the allocation of Rural England Prosperity Fund (REPF), once advised, which is anticipated to be in the region of £718,000.**

## RESOLVED

- 1. That Cabinet approves that the UK Shared Prosperity Fund (UKSPF) and the Rural England Prosperity Fund (REPF) (once confirmed by the Secretary of State) is allocated through a grants awards process.**

**2. That Cabinet approves the UKSPF and REPF grants policy as set out in appendix one.**

**64 Late Items**

**Late Item – Grants for Air Quality Analyser**

Cllr Plant introduced the item.

In a vote the following resolution was agreed:

**RESOLVED**

**That Cabinet approve the receipt of expenditure of DEFRA grant awarded for air quality monitoring (£26,400) as described in paragraph 3.2 of the report.**

**65 Exclusion of the Press and Public**

Cllr Lintill proposed the Part II resolution in relation to agenda items 12, 13 and 14. This was seconded by Cllr Taylor.

In a vote the following resolution was agreed:

**That in respect of agenda items 12, 13 and 14 that 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 information outweighs the public interest in disclosing the information.**

Members took a 10 minute break.

**66 CCTV transmission contract renewal**

Cllr Dignum introduced the item.

Mrs Bushby confirmed the position of Sussex Police.

Comments and questions were raised by Cllr's Dignum, Wilding and Sutton. Mrs Bushby, Mrs Rudziak Mr Mildred and Mrs Shepherd were present to respond.

Cllr Purnell was permitted a question which was answered by Mrs Bushby.

In a vote the following recommendation was agreed:

**RECOMMENDED TO COUNCIL**

**That Cabinet recommends to Council that the recommendation as set out in section 2.1 of the report be approved.**

67 **Lease renewal for Arun and Chichester Citizens Advice**

Cllr Sutton introduced the item.

Comments and questions were raised by Cllr's Taylor, Plant and Dignum. Mrs Bushby and Mr Bennett were present to respond.

In a vote the following recommendations were agreed:

**RESOLVED**

**That the recommendations as set out in sections 2.1 and 2.2 of the report be approved.**

68 **Future Services Framework**

Cllr Lintill introduced the item. She explained that recommendation 3.3 was no longer required. The Cabinet agreed to remove the recommendation. She then suggested an amendment could be made to recommendation 3.5.

Comments and questions were raised by Cllr's Lintill and Sutton. Mrs Shepherd responded.

Cllr Dignum proposed amended wording of recommendations 3.4 and 3.5 which were agreed to take to the vote.

Mr Ward asked members to clarify the amendment to recommendation 3.5 which was agreed to take to the vote.

In a vote the following recommendations and resolutions were agreed:

**RECOMMENDED TO COUNCIL**

**That Cabinet recommends to Council that the recommendations as set out in sections 3.1, 3.4 (as amended), 3.5 (as amended), 3.6 and 3.8 of the report be approved.**

**Recommendation 3.3 was withdrawn.**

**RESOLVED**

**That the recommendations as set out in sections 3.2 and 3.7 of the report be agreed.**

*Please note the recommendations and resolutions in full were circulated to members via email on 12 January 2023 following publication of the Decision List.*

The meeting ended at 11.13 am

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CHAIRMAN

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Date:

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