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CABINET

19 September 2016 at 5.00 pm

Present : Councillors Mrs Brown (Chairman), Wensley (Vice-Chairman), Bence, Bower, Chapman, Dendle and Wotherspoon.

Councillors L Brown, Clayden, Charles, Mrs Oakley and Wheal were also in attendance.

218. APOLOGY FOR ABSENCE

Apologies for absence had been received from the Chief Executive and Resources Director & Deputy Chief Executive.

219. DECLARATIONS OF INTEREST

The Monitoring Officer has advised Members of interim arrangements to follow when making declarations of interest. They have been advised that for the reasons explained below, they should make their declarations on the same basis as the former Code of Conduct using the descriptions of Personal and Prejudicial Interests.

Reasons

- The Council has adopted the government's example for a new local code of conduct, but new policies and procedures relating to the new local code are yet to be considered and adopted.
- Members have not yet been trained on the provisions of the new local code of conduct.
- The definition of Pecuniary Interests is narrower than the definition of Prejudicial Interests, so by declaring a matter as a Prejudicial Interest, that will cover the requirement to declare a Pecuniary Interest in the same matter.

Where a Member declares a "Prejudicial Interest" this will, in the interest of clarity for the public, be recorded in the Minutes as a Prejudicial and Pecuniary Interest.

There were no declarations of interest made.

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220. MINUTES

The Minutes of the meeting held on 25 July 2016 were approved by the Cabinet as a correct record and signed by the Chairman.

221. BUDGETARY MONITORING REPORT TO 31 JULY 2016

In presenting this report, the Financial Services Manager highlighted key points from the Capital, Housing Revenue and General Fund Revenue budget performance to the end of July 2016.

The following key points were outlined:

- This was noted as the first report of the financial year 2016/17 and the budget against expected spends was on track.
- The General Fund variance against the budget profile was favourable with an underspend of £426k. It was noted that performance was slightly below June mainly due to the phasing of car parking virements and the payment of Long Service Awards.
- At the end of July there was an adverse variation against budget on Bed and Breakfast accommodation but the recovery rate went up to 27% since then. This was described as good in the current financial climate. It was noted that expenditure on bed and Breakfast accommodation would continue to be monitored closely due to demand led fluctuations.
- The expenditure on Long Service Awards was expected to be lower in the next financial year as will reduce and would be built into the base budget.
- Member's attention was drawn to the General Fund Reserve Movement outturn with supplementary estimates of £435K. The variance against the current budget meant that the outturn on the General Fund was anticipated to be neutral. The Financial Services Manager stated that a prudent view required supplementary estimates to be approved as current and one off budget variations could not be guaranteed to continue.
- It was noted that the Establishment Vacancy savings target was over achieving at £125k. This was above profile mainly due to the vacant posts in Planning and other parts of the Council.
- It was also noted that Income, HRA (Housing Revenue Account) Supervision and Management and the Capital Programme were on track.
- Members were informed of the risks associated with Capital Receipts. The Capital programme for the HRA development programme was slipping due to adverse weather conditions. A further update would be provided to Cabinet on this issue.

In discussing the report, there were a number of questions which were responded to at the meeting. Particular praise and thanks were given to the Payroll Manager for her long investigation and hard work to ensure the tax viability of the Council's Long Service Awards.

The Cabinet then thanked the Financial Services Manager for her report and considered the report's recommendations.

The Cabinet confirmed its decision as per Decision Notice C/014/190916, a copy of which is attached to the signed copy of the Minutes.

222. ARUN LEISURE CENTRE DUAL USE AGREEMENT

The Leisure & Voluntary Sector Manager and the Property & Estates Manager presented the report on the Review of Arun Leisure Centre's Dual Use Agreement which considered the agreement between West Sussex County Council, Felpham Community College and Arun District Council.

Members were informed that the Dual Use Agreement at the Arun Leisure Centre was 40 years old. The agreement was amended in 2009 with the named leisure operator and the school as party to the agreement. It was stated that further housekeeping measures, in line with the 2020 Vision, and to reflect the changes that had been made with a new leisure operating contract were required. The aim was to improve the effectiveness of the agreement and make efficiencies in the management of the centre and reporting structures.

Members were referred to the report's proposals that aimed to improve effectiveness and simplify the bureaucratic nature of the agreement resulting in administrative efficiencies for both Authorities. A further proposal was made to reduce the number of meetings from six meetings a year to three Officer meetings.

In discussing the report, Members welcomed the proposals that had been outlined. The Cabinet Member for Leisure & Amenities commented that he was pleased with the new agreement as it would enable Freedom Leisure to be more effective and would save time and resources for Arun District Council.

The Chairman then referred Members to the report's recommendations which were welcomed and supported by Cabinet. Members passed on their thanks to the Leisure & Voluntary Sector Manager and the Property & Estates Manager for their hard work in achieving this agreement.

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The Cabinet then confirmed its decision as per Decision Notice C/015/290916, a copy of which is attached to the signed copy of the Minutes, and

As recommended in the report, the Cabinet,

RECOMMEND TO FULL COUNCIL – That

- (1) changes to the Arun Leisure Centre reporting structure, in that the Management Board and the Joint Liaison Group are disbanded and replaced by one body called the Dual Use Officer Group, which deals with operational and maintenance issues and will submit an annual report to each party named in the Dual Use Agreement be accepted. The Annual Report be submitted to the Overview Select Committee for the purposes of scrutiny of the strategic and operational performance of the Arun Leisure Centre through the Dual Use Officer Group and decisions of the Cabinet Member for Leisure and Amenities;
- (2) delegated authority be given to the Cabinet Member for Leisure and Amenities to agree variations to the terms and conditions of the Dual Use Agreement to reflect the asset responsibility matrix submitted as part of the leisure operating contract. The Head of Legal and Administration and Monitoring Officer to amend the Constitution to include this delegated authority in Part 3 paragraph 3.7.2.9

223. MANAGEMENT AND MAINTENANCE OF COMMUNITY FACILITIES - POLICY SITE 6, FELPHAM

The Cabinet received a report from the Environmental Services Emergency Planning Manager on the Management and Maintenance of Community Facilities at Policy Site 6, Felpham.

Cabinet was asked to agree the transfer of the freehold and lease back of the community facility to Felpham Parish Council, a deed of agreement to transfer commuted sums to Felpham Parish Council of £61,135.50 and the drawing down of the following funding for expenditure:

- Public open space areas – £557,671.20
- Play area sums - £240,000
- Of which a sum of £39,883.56 to be used to extend the existing Site 6 POS post subject to gaining authority.
- Public arts sum - £32,660

- Other facilities - £32,552.50
- All of the above sums would be subject to indexation and approval to take account of this was additionally requested.

In discussing the report, Members welcomed the proposals that had been outlined. The Cabinet Member for Planning & Infrastructure stated that as Chairman of the Policy Site 6 Advisory Group he welcomed this result and was pleased that Felpham Parish Council would take over. Members agreed that this would provide a significant leisure facility for Felpham. The Cabinet commended the Environmental Services Emergency Planning Manager for his hard work in achieving this outcome following long and complicated negotiations.

The Chairman then referred Members to the report's recommendations which were fully supported.

The Cabinet then confirmed its decision as per Decision Notice C/016/190916, a copy of which is attached to the signed copy of the Minutes.

224. FUEL POVERTY CO-ORDINATOR & WEST SUSSEX FUEL POVERTY PROGRAMME

The Director of Planning and Economic Regeneration presented the report on the Fuel Poverty Co-Ordinator and West Sussex Fuel Poverty Programme. Cabinet was asked to agree the funding for continued delivery of initiatives to reduce fuel poverty in West Sussex. It was noted that this would enable the Council to continue to host the post of Fuel Poverty Co-Ordinator on behalf of organisations contributing to the West Sussex Fuel Poverty Steering Group.

In discussing the report, Members welcomed the continuation of the West Sussex Fuel Poverty Programme that had been supported by Arun District Council since it was first introduced in 2007, in line with the Council's priority of 'Supporting those who need our help'.

The Cabinet then confirmed its decision as per Decision Notice C/017/190916, a copy of which is attached to the signed copy of the Minutes.

225. JOINT AREA COMMITTEES

The Cabinet received and noted the Minutes of the meetings of the Joint Arun area Committees as follows:-

Joint Eastern Arun Area Committee – 14 June 2016
Joint Western Arun Area Committee – 29 June 2016
Joint Downland Arun Area Committee – 4 July 2016

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226. OVERVIEW SELECT COMMITTEE

The Cabinet received the Minutes of the meeting of the Overview Select Committee held on 26 July 2016. Recommendations had been put forward at Minute 159 – Feedback from West Sussex County Council's Joint Scrutiny Group's Joint Scrutiny Review on Housing Provision for Care Leavers.

In discussing the recommendations, it was pointed out that although the Council could support in respect of Arun's own policies and strategies, the implementation of some may require the agreement of partner organisations. It was agreed that the application of the proposed actions to areas outside of the Arun District would require the agreement of other Councils and partners to implement and the recommendations were amended to reflect this.

Following further consideration, the Cabinet confirmed its decision as per Decision Notice C/018/190916, a copy of which is attached to the signed copy of the Minutes.

(The meeting concluded at 5.34 pm)