

ARUN DISTRICT COUNCIL

**DECISION NOTICES FROM THE CABINET MEETING HELD ON
21 MAY 2018**

REF NO.	DECISION
C/001/210518	Armed Forces Community Covenant
C/002/210518	Arun Improvement Programme – Updated Terms of Reference
C/003/210518	Committees Management System – Budget Growth
C/004/210518	Update to Housing Allocation Scheme
C/005/210518	Providing Grant Assistance to the Extra Care Housing Scheme at Westergate
C/006/210518	West Sussex County Council & Arun District Council Arun Growth Deal

**PLEASE NOTE THAT THESE DECISIONS WILL COME INTO EFFECT
FROM 10.00 A.M. ON WEDNESDAY 30 MAY 2018 UNLESS
THE CALL-IN PROCESS IS APPLIED**

REFERENCE NO: C/001/210518

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Armed Forces Community Covenant	
OFFICER CONTACT: Robin Wickham, Group Head of Community Wellbeing Extn: 37835 E.mail: robin.wickham@arun.gov.uk	

EXECUTIVE SUMMARY: The Armed Forces Community Covenant is a 'promise by the nation ensuring that those who serve or have served in the Armed Forces and their families are treated fairly'. The covenant focusses on helping members of the Armed Forces Community 'have the same access to government and commercial services and products to any other citizen'. This report updates Cabinet on the support offered to the Armed Forces Community by the Council.

DECISION:

As recommended in the report, Cabinet,

RESOLVED

that the fact the Council is compliant with the requirements of the Armed Forces Covenant be noted.

REASON FOR THE DECISION: To note that Arun District Council is compliant with the requirements of the Armed Forces Community Covenant.

OPTIONS CONSIDERED BUT REJECTED: N/A

CABINET MEMBER(S):

DECLARATION OF INTEREST BY CABINET None

MEMBER(S) RESPONSIBLE FOR DECISION:

DISPENSATIONS GRANTED : None

CONFLICT OF INTERESTS DECLARED BY A CABINET MEMBER CONSULTED IN RESPECT OF THIS DECISION: None

REFERENCE NO: C/002/210518

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Arun Improvement Programme	
OFFICER CONTACT: Paul Symes, ICT and Service Improvement Manager Extn: 37585 E.mail: paul.symes@arun.gov.uk	
EXECUTIVE SUMMARY: The Arun Improvement Programme (AIP) considers proposals for new projects that enable operating model redesigns and service improvements typically using ICT capability to facilitate that change. Following recent organisational restructures the membership of the AIP Programme Board has changed and the Terms of Reference updated.	
DECISION: As recommended in the report, the Cabinet RESOLVED – That (1) the activities of the Arun Improvement Programme, be noted; and (2) the revised Terms of Reference for the Arun Improvement Programme as set out in Appendix A to the report be endorsed As recommended in the report, the Cabinet RECOMMEND TO FULL COUNCIL - That (1) the Constitution be amended at Part 3 (Responsibility for Functions), paragraph 2.0 (Cabinet) to add a new bullet point to paragraph 2.2 to read “To receive annual reports from the Arun Improvement Programme.” (2) the Group Head of Council Advice & Monitoring Officer be authorised to make any further consequential changes to the Constitution	
REASON FOR THE DECISION: To ensure the updated Terms of Reference for the Arun Improvement Programme (AIP) meet the Council’s needs for managing new projects and the reporting lines of the Board are more transparent.	
OPTIONS CONSIDERED BUT REJECTED: Suggest amendments to the Terms of Reference and reporting lines or Reject the updated Terms of Reference and seek alternative ways of approving business change projects.	
CABINET MEMBER(S):	
DECLARATION OF INTEREST BY CABINET MEMBER(S) RESPONSIBLE FOR DECISION:	None
DISPENSATIONS GRANTED :	None
CONFLICT OF INTERESTS DECLARED BY A CABINET MEMBER CONSULTED IN RESPECT OF THIS DECISION: None	

REFERENCE NO: C/003/210518

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Committees Management System – Budget Growth	
OFFICER CONTACT: Paul Symes, ICT and Service Improvement Manager Extn: 37585 E.mail: paul.symes@arun.gov.uk	
EXECUTIVE SUMMARY: This report seeks approval for a revenue budget increase to cover the annual cost of a new Committee Management System. Funding would be required from April 2019 onwards.	
DECISION: As Recommended in the report and as amended at the meeting , the Cabinet RECOMMEND TO FULL COUNCIL - That (1) the annual revenue budget for Committee Services be increased by up to £25,000 (from 2019/20) to fund the ongoing costs of a new Committee Management System; and (2) authority be given to the Group Head of Corporate Support in consultation with the Cabinet Member for Corporate Support to release the required funding when the exact figure is known following procurement of the new system.	
REASON FOR THE DECISION: Although the Arun Improvement Programme budget is able to fund the first year’s revenue it does not have funds for years 2 onwards. A decision is being sought now on funding for 2019/20 onwards prior to procuring a solution.	
OPTIONS CONSIDERED BUT REJECTED: Not agree the annual revenue budget and not procure a new Committee Management System.	
CABINET MEMBER(S):	
DECLARATION OF INTEREST BY CABINET MEMBER(S) RESPONSIBLE FOR DECISION:	None
DISPENSATIONS GRANTED :	None
CONFLICT OF INTERESTS DECLARED BY A CABINET MEMBER CONSULTED IN RESPECT OF THIS DECISION: None	

REFERENCE NO: C/004/210518

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Update to the Housing Allocation Scheme	
OFFICER CONTACT: Satnam Kaur, Group Head of Residential Services Extn: 37718 E.mail: satnam.kaur@arun.gov.uk	
EXECUTIVE SUMMARY: The Housing Allocations Scheme requires updating in order to be compliant with the Homelessness Reduction Act 2017, which took effect from 3 April 2018 and the Armed Forces Community Covenant.	
DECISION: As recommended in the report, Cabinet RESOLVED – That the following updates to the Housing Allocation Scheme be taken: (1) the ‘reasonable preference’ sections are amended to include those who are homeless or threatened with homelessness within 56 days, to those whom a prevention or relief duty is owed in accordance with the new Homeless Reduction Act (HRAct) duties (Section 3.3 of Appendix 1); (2) any young person owed the leaving care duty by West Sussex County Council (WSCC) may join the housing register of any district and borough within the county (Section 3.2.5 of Appendix 1); (3) References to the HRAct; (4) Additional preference is given to the categories of people listed within paragraph 1.9 and who fall within a reasonable preference category and have an urgent housing need (Section 5.4.5 of Appendix 1); and (5) delegated Authority is given to the Director of Services and Cabinet Member for Residential Services to make any further amendments to the scheme arising from the HRAct.	
REASON FOR THE DECISION: To enable the Council to operate a lawful Housing Allocation Scheme in accordance with the new duties contained within the HRAct and in recognition of the Council’s support for the Armed Forces Covenant.	
OPTIONS CONSIDERED BUT REJECTED: There are no alternative options to consider in relation to the changes required as a result of the HRAct. Not to make the recommended changes will mean that the Council’s Housing Allocation Scheme is unlawful.	
CABINET MEMBER(S):	
DECLARATION OF INTEREST BY CABINET MEMBER(S) RESPONSIBLE FOR DECISION:	None
DISPENSATIONS GRANTED :	None
CONFLICT OF INTERESTS DECLARED BY A CABINET MEMBER CONSULTED IN RESPECT OF THIS DECISION: None	

REFERENCE NO: C/005/210518

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Providing Grant Assistance to the Extra Care Housing Scheme at Westergate	
OFFICER CONTACT: Satnam Kaur, Group Head of Residential Services Extn: 37718 E.mail: satnamkaur@arun.gov.uk	
EXECUTIVE SUMMARY: This report seeks Cabinet approval for the Council to provide a capital grant of £600,000 to support the delivery of affordable housing at the extra care housing scheme at Nyton Nurseries development Westergate. The grant will be funded from S.106 sums that the authority has received for the delivery of affordable housing and will help ensure financial viability of the scheme.	
DECISION: As recommended in the report, Cabinet RESOLVED that a capital grant of £600,000 be provided towards the scheme to ensure it is financially viable, from S.106 sums received for affordable housing purposes.	
REASON FOR THE DECISION: To enable the delivery of additional affordable housing through the provision of an extra care housing scheme with Housing and Care 21 at the Nyton Nurseries site in Westergate.	
OPTIONS CONSIDERED BUT REJECTED: There is an option for the Council not to provide a capital grant towards this development, however without this level of support the scheme is unlikely to be viable and Housing and Care 21 would not be able to contract with the developer Taylor Wimpey to acquire the extra care housing scheme.	
CABINET MEMBER(S):	
DECLARATION OF INTEREST BY CABINET MEMBER(S) RESPONSIBLE FOR DECISION:	None
DISPENSATIONS GRANTED :	None
CONFLICT OF INTERESTS DECLARED BY A CABINET MEMBER CONSULTED IN RESPECT OF THIS DECISION: None	

REFERENCE NO: C/006/210518

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: West Sussex County Council & Arun District Council Arun Growth Deal	
OFFICER CONTACT: Denise Vine, Group Head of Economy Extn: 37846 E.mail: denisevine@arun.gov.uk	
EXECUTIVE SUMMARY:	
DECISION: As recommended in the report, Cabinet RESOLVED that the proposal to sign the Arun Growth Deal agreement with West Sussex County Council be supported.	
REASON FOR THE DECISION: This agreement between WSCC and ADC will ensure that both councils fully understand and support the growth priorities for Arun as identified in the Deal. Resources of both councils can then be allocated and planned to encourage the progression of the projects in a timely a way.	
OPTIONS CONSIDERED BUT REJECTED: Not to support the signing of the Arun Growth Deal which may jeopardise the progress of the council's economic priorities because there is no joint agreement and understanding with the county council on how their resources should be focused in the future.	
CABINET MEMBER(S):	
DECLARATION OF INTEREST BY CABINET MEMBER(S) RESPONSIBLE FOR DECISION:	None
DISPENSATIONS GRANTED :	None
CONFLICT OF INTERESTS DECLARED BY A CABINET MEMBER CONSULTED IN RESPECT OF THIS DECISION: None	