

CABINET

21 May 2018 at 5.00 pm

Present : Councillors Mrs Brown (Chairman), Bence, Charles, Clayden, Haymes and Wotherspoon.

Councillors Ambler, Chapman, and Edwards were also in attendance for all or part of the meeting.

14. WELCOME

The Chairman welcomed Councillors, representatives of the public, press and officers to the first Cabinet meeting of the Municipal Year 2018/19.

15. APOLOGIES

Apologies had been received from Councillor Wensley.

16. DECLARATIONS OF INTEREST

There were no declarations of interest made.

17. PUBLIC QUESTION TIME

(Please note that the questions and answers in these minutes are a summarised version, with the full version published on the Council's website)

(a) Questions from the public (for a period of up to 15 minutes).

The Chairman invited questions from members of the public who had submitted their questions in advance of the meeting in accordance with the rules of the Council's Constitution.

The Leader was asked questions relating to the Arun Growth Plan:

(1.a) It was asked if the funding that had been secured was enough to complete both the A259 improvement works project and the northern section of the Lyminster Bypass.

The Leader responded that West Sussex County Council (WSCC) had advised that a funding package was in place for both schemes, including a funding agreement with Coast to Capital LEP, but these were based on estimated costs only. It was stated that both projects were subject to risks that needed to be managed. For example, cost estimates could change as the projects progress or parts of the funding package such as developer contributions may be delayed or not realised in full. It was advised that if these circumstances change, then as part of the normal risk management process, additional sources of

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funding would need to be identified to address any shortfalls. The questioner was informed that Arun is part of the Project Board for each scheme and regular meetings held so any funding issues that arise would be discussed there. The Leader clarified that the delay to the submission of the planning application for the A284 scheme was to allow design and technical work to take place.

(1.b) A second question was asked with respect to the Arun Growth Deal as follows: Noting the priorities for Littlehampton why is the St Martins Car Park/Anchor Springs site (s) missing? When is there likely to be some public consultation on the vision for the one public estate work? In respect of the West Bank doesn't the statement that there is a need to put in funding bids for infrastructure to allow this to happen make it difficult for the Inspector to include it as an allocation in the Local Plan given that the strategic allocations need some certainty that they will be delivered?

In respect of the second question the Leader responded that, at this time, the redevelopment of the St Martin Car Park was not a priority because of viability issues. It was stated that not everything could be a priority and therefore the focus was currently on those schemes where delivery was more likely, in the short term. Regarding public consultation on the one public estate work it was clarified that Arun District Council was not the lead for this project. As West Sussex County Council was the lead it was advised that the question would be better addressed to them. On the question of West Bank this was a scheme identified to be delivered towards the end of the plan period. If infrastructure funding could be secured up front for key infrastructure it would reduce the risk to the developers therefore improving the prospects for early delivery.

(1.c) A final question was asked with respect to the proposed cycleway along the River Arun from Littlehampton to Arundel. It was asked if, in terms of the threat from flooding, and the rural nature of this section of River, would it not be a better option to consider a cycle route from Littlehampton to Arundel taking advantage of the opportunity afforded by the construction of the Lyminster Bypass and the Arundel Bypass using routes such as the Lyminster Road which would then see traffic reduction. It was suggested that such a route would be safer to use in hours of darkness and bad weather.

In thanking the questioner for the final question with respect to the Arun Growth Deal the Leader explained that one of the primary objectives of the cycleway on the western bank of river was to provide a leisure route between Arundel and Littlehampton. It was envisaged that upon completion there would be significant economic benefits for both towns as visitors and residents would have a unique opportunity to cycle in a car free environment between the coast and the downs and vice versa. The Leader advised that the council would welcome cycle provision as

part of the Lyminster bypass scheme, but this did not need to be 'instead of' as the question suggested. The council would support the delivery of both of them.

18. START TIMES

The Cabinet

RESOLVED

that the start times of meetings for the remainder of 2018/19 be 5.00 p.m.

19. MINUTES

The Minutes of the meeting held on 9 April 2018 were approved by the Cabinet as a correct record and signed by the Chairman.

20. ARMED FORCES COMMUNITY COVENANT

The Cabinet received a report from the Group Head of Community Wellbeing which was presented to Members with Councillor Chapman as an elected District Council Member and Military Community Covenant Champion.

The report informed Cabinet that 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 would be treated fairly. The covenant focused on helping members of the Armed Forces Community and ensured the same access to government and commercial services and products as any other citizen. The report updated Cabinet on the support offered to the Armed Forces Community by the Council.

In presenting the report Councillor Chapman thanked the Group Head of Residential Services and the Cabinet Member for Residential Services for their support in updating the Council's Housing Allocation Scheme to include the Armed Forces Community Covenant principle.

In receiving the report, Cabinet were pleased to note that the Council was compliant with the requirements of the Armed Forces Covenant and commended Councillor Chapman on his work dealing with complex cases and helping through his own military experience in his role as a Military Community Covenant Champion.

The Cabinet confirmed its decision as per Decision Notice C/001/210518, a copy of which is attached to the signed copy of the Minutes.

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21. ARUN IMPROVEMENT PROGRAMME (AIP) – UPDATED TERMS OF REFERENCE

The ICT and Service Improvement Manager presented this report that updated Cabinet on the Arun Improvement Programme (AIP). Following recent organisational restructure, it was noted that the memberships of the AIP Board had changed and the Terms of Reference updated. Cabinet were requested to endorse this change.

Attention was drawn to the report's appendix which listed the activity of the AIP. Of particular note was the Council's 2020 Vision Programme which had a corporate wide scope but was adopted by the AIP for coordination and monitoring purposes. It was reported that a number of AIP activities support the 2020 Vision Programme and this programme had secured approximately £3 million annual savings. In addition £675,000 of external investment into Arun had been secured through the Council's Contract Management.

The Cabinet noted the activities of the Arun Improvement Programme and unanimously agreed the report's recommendations.

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

The Cabinet confirmed its decision as per Decision Notice C/002/210518, a copy of which is attached to the signed copy of the Minutes.

22. COMMITTEES MANAGEMENT SYSTEM – BUDGET GROWTH

The ICT and Service Improvement Manager presented this report that sought Cabinet approval for a revenue budget increase to cover the annual cost of a new Committee Management System. It was noted that funding would be required from April 2019 onwards.

It was hoped that a new software would assist Committees in providing a more effective and improved experience for public and Members.

The ICT and Service Improvement Manager requested a £25K increase in the annual revenue budget for Committee Services to fund ongoing costs. As the exact cost would not be known, in full, until procurement, authority was requested for the Group Head of Corporate Support to release the required funding when this information was available.

The Cabinet Member for Planning praised this initiative and expected that the Committee Management System would save the Council time and money.

In turning to the report's recommendations the Cabinet agreed to amend recommendation 2 slightly to give authority to the Cabinet Member for Corporate Support as well as the Group Head of Corporate Support to release the required funding at the appropriate time.

The Cabinet then agreed the report's recommendations with this amendment.

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.

The Cabinet confirmed its decision as per Decision Notice C/003/210518, a copy of which is attached to the signed copy of the Minutes.

23. UPDATE TO HOUSING ALLOCATION SCHEME

The Cabinet Member for Residential Services introduced the Housing Allocation Scheme Update report. This report requested Cabinet's approval on the updates that had been made to the Housing Allocation Scheme in order to be complaint with the Homelessness Reduction Act 2017, which took effect from 3 April 2018, and the Armed Forces Community Covenant.

The Cabinet Member for Residential Services pointed out that an existing or ex-service member of the Armed Forces would be given a housing allocation of one band higher than their assessed need.

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The Cabinet welcomed the report and were particularly pleased to note the additional support that had been given to service and ex-service personnel through the Armed Forces Covenant.

The Cabinet then confirmed its decision as per Decision Notice C/004/210518, a copy of which is attached to the signed copy of the Minutes.

24. PROVIDING GRANT ASSISTANCE TO THE EXTRA CARE HOUSING SCHEME AT WESTERGATE

The Cabinet Member for Residential Services presented this report with the Group Head of Residential Services and the Housing Strategy & Delivery Manager. The report sought Cabinet's authority for the Council to provide a capital grant of £600,000K to support the delivery of affordable housing at the extra care scheme at Nyton Nurseries development in Westergate.

The Cabinet Member for Residential Services commended the scheme, praising this development which would provide suitable accommodation for older people, both improving choice and enabling people to live independently.

It was confirmed that work on this scheme was expected to start in September 2018 and complete in the Spring of 2020.

In considering the report's recommendation the Cabinet were in full support.

The Cabinet confirmed its decision as per Decision Notice C/005/210518, a copy of which is attached to the signed copy of the Minutes.

25. WEST SUSSEX COUNTY COUNCIL & ARUN DISTRICT COUNCIL GROWTH DEAL

The Chairman presented the report with the Group Head of Economy on the Arun Growth Deal which set out a joint commitment between Arun District Council and West Sussex County Council to align resources to deliver economic growth and unlock opportunities for new homes, infrastructure, employment floor space and rejuvenated town centres.

It was noted that in February 2016 Cabinet endorsed the publication of the Arun Place Plan. This document was prepared between Arun District Council and West Sussex County Council and set out the agreed economic priorities for the district and how the councils will work together to progress these priorities. It was explained that its purpose was to act as an investment and delivery plan to deliver economic growth, jobs, homes and employment space and assist with the co-ordination of investment decisions. It was

intended to ensure there was a clear and mutual understanding between the council's on what our economic growth priorities should be.

It was explained that the Arun Growth Deal reflects much of what was in the original Arun Place Plan but had been developed to include further priorities that the District Council had identified as being important and that require support from the County Council to ensure their successful delivery. Cabinet was informed that the Councils had agreed to work cooperatively and in partnership to deliver specific growth priorities such as the Regis Centre, Hothampton and Enterprise Bognor Regis, Littlehampton town Centre; the seafront and West Bank. Strategic developments site in the local plan would also be supported.

It was stated that the signing of the Arun Growth Deal would help to ensure there was common understanding between the councils regarding their economic priorities and the support needed to progress these in a timely way with the resources needed.

In discussing this report Cabinet were supportive and were very pleased to note past success as well as future investment.

The Cabinet then confirmed its decision as per Decision Notice C/006/210518, a copy of which is attached to the signed copy of the Minutes.

26. 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 – 27 February 2018
Joint Western Arun Area Committee – 6 March 2018

(The meeting concluded at 5.36 pm)