

ARUN DISTRICT COUNCIL

DECISION NOTICES FROM THE CABINET MEETING HELD ON 17 SEPTEMBER 2018

REF NO.	DECISION
C/010/170918	Revenue & Capital Outturn Expenditure 2017/18
C/011/170918	Budget Monitoring Report to 30 June 2018
C/012/170918	Financial Prospects 2018/19 to 2023/24
C/013/170918	Planning Peer Review
C/014/170918	Corporate Plan 2013-18 – Year-end Performance Report for the Period 1 April 2017 to 31 March 2018 and End of 5 Year Review for the Period 2013-2018
C/015/170918	Service Delivery Plan Indicators 2013-2018 – Year End Performance Report for the Period 1 April 2017 to 31 March 2018 and End of 5 Year Review for the Period 2013-2018
C/016/170918	Voluntary & Community Sector Infrastructure Support Funding
C/017/170918	Proposed Shared Service Arrangement with Adur & Worthing Councils for Printing [Exempt – Paragraph 3 – Information Relating to Business Affairs]

PLEASE NOTE THAT THESE DECISIONS WILL COME INTO EFFECT FROM 10.00 A.M. ON WEDNESDAY 26 SEPTEMBER 2018 UNLESS THE CALL-IN PROCESS IS APPLIED

If a Councillor wishes to request a call-in of any of the decisions taken above, they will need to take the following steps in line with the Scrutiny Procedure Rules at Part 6 of the Constitution – Scrutiny Procedure Rules (Other)

They will need to:

- Submit their request in writing for a Call-In to the Group Head of Policy & Scrutiny and identify who will act as the lead Member of the Call-In
- Specify which decision is to be the subject of the Call-In
- Explain which of the criteria for the Call-In apply

REFERENCE NO: C/010/170918

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Revenue & Capital Outturn Expenditure 2017/18	
OFFICER CONTACT: Carolin Martlew, Financial Services Manager Extn: 37568 e.mail: carolin.martlew@arun.gov.uk	

EXECUTIVE SUMMARY: The attached report provides a summary of revenue and capital outturn expenditure for 2017/18 and compares this expenditure with the approved budget.

DECISION:

As recommended in the report, Cabinet

RESOLVED – That

- (1) the revenue and capital outturn expenditure and earmarked reserve transactions for 2017/18 be noted;
- (2) the level of balances and unused Section 106 sums at 31 March 2018 be approved;
- (3) the £2.055m contribution to the Littlehampton Leisure Centre earmarked reserve be noted; and
- (4) a £1m contribution to the Business Rates earmarked reserve be noted.

REASON FOR THE DECISION: To ensure that Members are fully aware of the Council's outturn for 2017/18 and the level of reserves at 31 March 2018, which will be available for use in future years.

OPTIONS CONSIDERED BUT REJECTED: N/A

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/011/170918

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Budget Monitoring Report to 30 June 2018	
OFFICER CONTACT: Carolin Martlew, Financial Services Manager Extn: 37568 e.mail: carolin.martlew@arun.gov.uk	
EXECUTIVE SUMMARY: The budget monitoring report sets out the Capital, Housing Revenue and General Fund Revenue budget performance to the end of June 2018.	
DECISION: As recommended in the report, the Cabinet RESOLVED – That (1) the report at Appendix 1 be noted; and (2) the overall performance against budget is currently on track and is noted.	
REASON FOR THE DECISION: To ensure that spending is in line with approved Council policies and that it is contained within overall budget limits.	
OPTIONS CONSIDERED BUT REJECTED: N/A	
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/012/170918

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Financial Prospects 2018/19 to 2023/24	
OFFICER CONTACT: Alan Peach, Group Head of Corporate Support Extn: 37558 e.mail: alan.peach@arun.gov.uk	
EXECUTIVE SUMMARY: The Council's Medium Term Financial Strategy (MTFS) covering the period up to 2023/24 rolls forward the data in the existing approved MTFS. The Strategy amends certain assumptions contained in it to reflect changes in the Council's circumstances and other issues that have a strategic bearing on the Council's General Fund financial prospects.	
DECISION: As recommended in the report, the Cabinet RESOLVED – That (1) the core assumptions set out in the Medium Term Financial Strategy and the current financial position be agreed; (2) the significant risks to local government finance that have been clearly outlined in the report be noted and agreed; (3) the Medium Term Financial Strategy to be used to set the budgetary framework in preparing the 2019/20 budget; and (4) the transfer of £2M from the General Fund balances to the Business Rates Reserve to mitigate against reducing central government funding be approved.	
REASON FOR THE DECISION: To formulate the Council's Medium Term Financial Strategy and to set the financial context and framework for decisions to be taken by the Council.	
OPTIONS CONSIDERED BUT REJECTED: To not accept the assumptions outlined in the strategy.	
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/013/170918

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Planning Peer Review	
OFFICER CONTACT: Neil Crowther, Group Head of Planning Extn: 37839 e.mail: nei.crowther@arun.gov.uk	
EXECUTIVE SUMMARY: The This report reflects on the content and recommendations of the Planning peer Review which was undertaken in June 2018.	
DECISION: As recommended in the report, the Cabinet RESOLVED That the recommendations of the Peer Review and the initial recommended responses be noted.	
REASON FOR THE DECISION: The majority of the recommendations of the Peer Review are sensible and some were already being actioned prior to the review. It is considered that the proposed responses to the recommendations are proportionate and realistic.	
OPTIONS CONSIDERED BUT REJECTED: To only action some of the recommendations of the Peer Review To action none of the recommendations of the Peer Review To propose alternative responses/actions to the recommendations of the Peer Review	
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/014/170918

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Corporate Plan 2013-2018 – Year-end Performance Report for the Period 1 April 2017 to 31 March 2018 and End of 5 Year Review for the Period 2013-2018	
OFFICER CONTACT: Gemma Stubbs, Executive Assistant to the Chief Executive Extn: 37707 e.mail: gemma.stubbs@arun.gov.uk	
EXECUTIVE SUMMARY: This report sets out the year end performance outturn for the Corporate Plan performance indicators for the period 1 April 2017 to 31 March 2018. This report also provides a review of the performance of the 18 Corporate Plan indicators during the 5 year period 2013-2018.	
DECISION: As recommended in the report, the Cabinet RESOLVED – That (1) the Council's overall performance against the targets set out in the Corporate Plan Report 1 April 2017 to 31 March 2018, as set out at Appendix A be noted, together with the proposed actions by the Corporate Management Team to address under performance and achieve the new targets for 2018/19 and beyond; and (2) the performance of the two Customer Satisfaction based performance indicators and the intention to prepare Action Plans to address under performance, as set out at Appendix B to the report, be noted.	
REASON FOR THE DECISION: In order for Cabinet to be updated with the Q4 Performance Outturn for the Corporate Plan (2013-2018) for the period 1 April 2017 to 31 March 2018.	
OPTIONS CONSIDERED BUT REJECTED: To note the report and request any remedial actions for under achieving indicators, if appropriate and required, or to request further information before any remedial actions are undertaken. To approve the increase for the target for Corporate Plan indicator ESC001 from 40% to 42% from Q3 of 2018/19 or to request it remains at 40%.	
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/015/170918

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Service Delivery Plan Indicators 2013-2018 – Year-end Performance Report for the Period 1 April 2017 to 31 March 2018 and End of 5 Year Review for the Period 2013-2018	
OFFICER CONTACT: Gemma Stubbs, Executive Assistant to the Chief Executive Extn: 37707 e.mail: gemma.stubbs@arun.gov.uk	
EXECUTIVE SUMMARY: This report sets out the year end performance outturn for the Service Delivery Plan (SDP) performance indicators for the period 1 April 2017 to 31 March 2018. This report also provides a review of the performance of the 45 SDP indicators during the 5 year period 2013-2018.	
DECISION: As recommended in the report, the Cabinet RESOLVED That the Council's overall performance against the targets set out in the Service Delivery Plan Report 1 April 2017 to 31 March 2018, as set out at Appendix A to the report, be noted, together with the proposed actions by the Corporate Management Team to address under performance and achieve the new targets for 2018/19 and beyond.	
REASON FOR THE DECISION: In order for Cabinet to be updated with the Q4 Performance Outturn for the Service Delivery Plan Indicators for the period 1 April 2017 to 31 March 2018.	
OPTIONS CONSIDERED BUT REJECTED: To note the report and request any remedial actions for under achieving indicators, if appropriate and required To request further information before any remedial actions are undertaken.	
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/016/170918

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Voluntary and Community Sector Infrastructure Support Funding	
OFFICER CONTACT: Robin Wickham, Group Head of Community Wellbeing Extn: 37835 e.mail: robin.wickham@arun.gov.uk	
EXECUTIVE SUMMARY: This report informs Cabinet on the commissioning intentions of the funding partners in respect of the Voluntary and Community Sector infrastructure support and recommends future funding for the service.	
DECISION: As recommended in the report, the Cabinet RESOLVED – That (1) the Council (with West Sussex County Council, Clinical Commissioning Groups and other West Sussex District and Borough Councils) enter into an agreement with the VCSI (Voluntary and Community Sector Infrastructure) Alliance to deliver a West Sussex VCSI Support Service; (2) a funding contribution for this service of £50,000 per year be provided for a period of two years, with an annual uplift in line with the consumer price index calculated on each anniversary of the agreement; and annually thereafter for an additional three years and subject to satisfactory annual monitoring reviews and the availability of Arun District Council funding; (3) the Overview Select Committee to review the performance of Arun’s infrastructure delivery organisation in year two of the funding period and at appropriate intervals thereafter; and (4) Authority be delegated to the Cabinet Member for Community Wellbeing, the Group Head of Corporate Support (S151 Officer) and the Director of Services to commission Voluntary Action Arun & Chichester to deliver its local VCSI Support Service for an initial period of two years through a Service Level Agreement.	
REASON FOR THE DECISION: To ensure that there is effective support for the voluntary and community sector in Arun.	
OPTIONS CONSIDERED BUT REJECTED: To not agree the recommendations To amend any or all of the recommendations.	
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/017/170918

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Proposed Shared Service Arrangement with Adur & Worthing Councils for Printing [Exempt – Paragraph 3 – Information Relating to Business Affairs]	
OFFICER CONTACT: Jackie Follis, Group Head of Policy Extn: 37580 e.mail: jackie.follis@arun.gov.uk	
EXECUTIVE SUMMARY: Arun District Council has been approached by Adur and Worthing Councils concerning the provision of a range of printing services. This report sets out the background to the proposal and seeks a decision on whether or not Arun wishes in principal to provide these services to Adur and Worthing Councils and, if it does, to delegate authority to the Cabinet Member for Corporate Support, in consultation with the Group Head of Policy, to agree the terms of providing that service for Adur and Worthing Councils.	
DECISION: As recommended in the report, the Cabinet RESOLVED – That (1) negotiations be entered into with Adur and Worthing Councils to enable Arun District Council to provide a shared service arrangement for high speed copying/printing for Adur and Worthing Councils; and (2) delegated authority be granted to the Cabinet Member for Corporate Governance, in consultation with the Group Head of Policy, to agree the terms of providing that service for Adur and Worthing Councils.	
REASON FOR THE DECISION: Local authorities are being encouraged to consider sharing services where it is beneficial to do so. As set out, this partnership working will enable the Council to make best use of current resources and generate income by providing a service through a proven model.	
OPTIONS CONSIDERED BUT REJECTED: To not enter into negotiations with Adur & Worthing Councils regarding a shared service arrangement for high speed copying and printing and to lose the opportunity for income generation.	
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	