

ARUN DISTRICT COUNCIL

**DECISION NOTICES FROM THE CABINET MEETING HELD ON
15 OCTOBER 2018**

REF NO.	DECISION
C/018/151018	The Future Use of the Look & Sea Centre, Littlehampton
C/019/151018	Overview Select Committee – 18 September 2018 – Recommendations on the Council Tax Reduction Scheme 2019

**PLEASE NOTE THAT THESE DECISIONS WILL COME INTO EFFECT
FROM 10.00 A.M. ON WEDNESDAY 24 OCTOBER 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

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: The Future Use of the Look &Sea Centre, Littlehampton	
OFFICER CONTACT: Karl Roberts – Director of Place Extn: 01903 737760 e.mail: karl.roberts@arun.gov.uk	
EXECUTIVE SUMMARY: To determine the future use of the Littlehampton Look & Sea Centre following the current operators entering administration. The report proposes that the whole building be operated as a café/restaurant/bar and that planning permission be sought for such uses on the upper floors. It is also proposed to not re-provide a Visitor Experience or Visitor Information Centre but instead commission (a) educational material based on the current curriculum to support school field trips bespoke for Littlehampton and (b) utilise a range of electronic promotional tools to promote ‘the offer’ of Littlehampton from a tourism and local interest point of view.	
DECISION: As recommended in the report, the Cabinet RESOLVED – That (1) It supports the submission of a planning application seeking planning permission for the change of use of the upper floors into a café/restaurant/bar; (2) the Group Head of Technical Services be authorised to (a) seek conditional tenders/expressions of interest for an operator to run a café/restaurant/bar for the whole premises for a period of at least 25 years (unless a lesser period would represent best consideration) subject to planning permission any other legal issues; (b) negotiate suitable Heads of Terms for a new lease and (c) to enter into the agreed Lease with the selected operator following consultation with the Section 151 Officer and the Cabinet Portfolio Holder for Technical Services; (3) it be confirmed that the building will no longer be used to provide a Visitor Experience or Visitor Information Centre; and (4) Approval be given for the commissioning of (a) educational material based on the current curriculum to support school field trips bespoke for Littlehampton and (b) utilise a range of electronic promotional tools such as web and “app” guides to promote ‘the offer’ of Littlehampton from a tourism and local interest point of view.	
REASON FOR THE DECISION: The lease on the premises has been surrendered and it currently stands unoccupied. It is important that the Council secures a new operator as soon as possible and the changes set out in the body of the report reflect the current context as opposed to the original rationale for the building.	

OPTIONS CONSIDERED BUT REJECTED: To seek an operator to provide a café together with Visitor Experience and Visitor Information Centre and to sell the premises on the open market

Note:

Any lease of less than 25 years and a rent of less than £100,000 exclusive of rates can be entered into by Officers under the terms of the Scheme of Delegation in the Constitution and therefore authority is only sought for any potential lease outside of these terms.

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

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Overview Select Committee – 18 September 2018	
OFFICER CONTACT: Andrew Dale – Revenues & Benefits Manager Extn: 01903 737630 e.mail: Andrew.dale@arun.gov.uk	
EXECUTIVE SUMMARY: The Cabinet received the Minutes from the meeting of the Overview Select Committee held on 18 September 2018. The Minutes contained recommendations at Minute 188 [Local Council Tax Reduction Scheme 2019].	
DECISION: Following consideration of the Minutes, the Cabinet RESOLVED – That (1) Option 2 [to change the scheme to an income-based scheme] be the proposed Option to take forward for Year & (2019); and (2) Subject to a full public consultation exercise being undertaken with the results of this consultation being fed back to the Overview Select Committee; then Cabinet and then to Full Council on 9 January 2019 for final approval.	
REASON FOR THE DECISION: The change to an income-based scheme will be simpler to administer and easier for customers to understand. This scheme offers more support to lower-income families and gives more stability to people who wages fluctuate each month. Adoption of this scheme moves away from the complex means testing that currently exists in the Council's Council Tax Reduction Scheme.	
OPTIONS CONSIDERED BUT REJECTED: To not go ahead with the consultation exercise on the preferred option (Option 2). The consultation results will be reported back to the Committee and Cabinet for consideration.	
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	