

ARUN DISTRICT COUNCIL

DECISION NOTICES FROM THE CABINET MEETING HELD ON 12 NOVEMBER 2018

REF NO.	DECISION
C/021/121118	Budget Monitoring Report to 30 September 2018
C/022/121118	Keystone Youth Facility – Future Provision at Eldon Way, Wick, Littlehampton
C/023/121118	Resourcing and Recourse Implications of the Housing Delivery Test
C/024/121118	Elections – Print Contract
C/025/121118	Environment & Leisure Working Group – 9 October 2018 – Minute 20 – Safer Arun Partnership Annual Review – 2017/2018
C/026/121118	Neighbourhood Recycling Centre Contract [Exempt – Paragraph 3 – Information Relating to the Financial or Business Affairs of any Particular Person (Including the Authority Holding that Information)]
C/027/121118	Neighbourhood Recycling Centre Contract [Exempt – Paragraph 3 – Information Relating to the Finance or Business Affairs of any Particular Person (Including the authority holding that information)]
C/028/121118	Café, Littlehampton Seafront [Exempt – Paragraph 3 – Information Relating to the Finance or Business Affairs of any Particular Person (Including the authority holding that information)]

PLEASE NOTE THAT THESE DECISIONS WILL COME INTO EFFECT FROM 10.00 A.M. ON WEDNESDAY 21 NOVEMBER 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/021/121118

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Budget Monitoring Report to 30 September 2018	
OFFICER CONTACT: Carolin Martlew – Financial Services Manager Extn: 01903 37568 e.mail: carolin.martlew@arun.gov.uk	
EXECUTIVE SUMMARY: This report sets out the Capital, Housing Revenue and General Fund Revenue Budget to the end of September 2018.	
DECISION: The Cabinet RECOMMEND TO FULL COUNCIL That a supplementary estimate of up to £650k net (which equates to a Band D equivalent Council Tax of £10.76) for Homelessness be approved; The Cabinet also RESOLVED – That (1) it be noted that the contract for the design and consultancy for the Hothampton Linear Park has been awarded; and (2) the remainder of the contents in Appendix 1 be noted.	
REASON FOR THE DECISION: To ensure that spending is in line with approved Council policies and that it is contained within overall budget.	
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	

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Keystone Youth Facility – Future Provision at Eldon Way, Wick, Littlehampton	
OFFICER CONTACT: Joe Russell-Wells – Group Head of Neighbourhoods Extn: 01903 737914 e.mail: Joe.Russell-Wells@arun.gov.uk	
EXECUTIVE SUMMARY: The Keystone Centre is situated on Arun District Council (ADC) land which is leased to the Keystone Centre Management Committee (KCMC) who undertake a range of youth provision services. Following discussion with ADC, Littlehampton Town Council has established a financial and policy commitment to the delivery of a new Youth Facility. ADC owns and manages the nearby open space land at Eldon Way opposite the existing Keystone Centre site. This report seeks approval to enable a new Youth Facility to be built on this land together with appropriate mitigation for use of the open space.	
Following completion of the new Youth Facility the land vacated by the existing Keystone Centre will become available for ADC to develop. The detail of any project to deliver housing is yet to be worked up.	
DECISION: The Cabinet RESOLVED – That (1) agreement be given, in principle, to providing land in ADC ownership for the development of a replacement of the existing Keystone Centre in Eldon Way, Wick, Littlehampton to be located opposite the existing Keystone site; (2) agreement be given to work with Littlehampton Town Council to develop a project brief to provide a new building for a new youth and community hub at Eldon Way, Wick, Littlehampton; (3) agreement be given, in principle, to the provision of a lease for the footprint of the new building to Littlehampton Town Council, with the detail of the terms and the length of lease to be determined once the project has been further developed, with authority to agree these terms being delegated to the Director of Services in consultation with the Cabinet Member for Neighbourhood Services and Technical Services; (4) approval be given, in principle, to providing by way of a Deed of Agreement, funding of £250,000 from the 2019/20 capital programme towards this project, with authority to finalise the Deed of Agreement being delegated to the Director of Services, in consultation with the Group Head of Corporate Support;	

(5) agreement be given ensuring that the existing Keystone Centre remains operational during the construction of a replacement building and that the project includes the demolition of the existing facility and;

(6) Officers be instructed to report back to Cabinet in due course on proposals to develop the vacated land for housing.

REASON FOR THE DECISION: The proposed project meets several of the objectives set out as the Council's Corporate Plan and Vision 2020 with the aim of providing for a facility for use of residents in one of the districts most deprived wards.

OPTIONS CONSIDERED BUT REJECTED: Not to agree 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/023/121118

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Housing Delivery Test and Implications for Arun District Council	
OFFICER CONTACT: Neil Crowther – Group Head of Planning Extn: 01903 37839 e.mail: carolin.martlew@arun.gov.uk	
EXECUTIVE SUMMARY: In the new National Planning Policy Framework (published July 2018) the Government has introduced the Housing Delivery Test (HDT). The requirements of the HDT are potentially very onerous on local authorities and the planning department has insufficient resources to respond to these requirements. Cabinet will be asked to consider how it intends to respond to the requirements of the HDT and how it will resource work required to evidence housing supply performance under the HDT.	
DECISION: The Cabinet RESOLVED - That (1) the contents of the new NPPF and HDT requirements, the implications for planning policy and the potentially significant resource implications for Arun District Council be noted; (2) agreement be given to the annual revenue budget for Planning services being increased by up to £41k (on going) from 2019/20 (which equates to a Band D equivalent council tax of £0.68) for a post in the Planning Policy team to deliver the required monitoring data, contributing to maintaining the HELAA database, engagement with stakeholders and developers and potential production of an annual Action Plan.	
REASON FOR THE DECISION: To ensure that the Council is in a position to be able to respond to the requirements of the HDT.	
OPTIONS CONSIDERED BUT REJECTED: To 'do nothing' and plan for resources to defend the Councils' position when HDT and 5 year housing land thresholds trigger the 'Presumption'.	
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/024/121118

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Award of Contract for the Supply of Print Services to Electoral Services	
OFFICER CONTACT: Jackie Follis – Group Head of Policy Extn: 01903 737580 e.mail: Jackie.follis@arun.gov.uk	
EXECUTIVE SUMMARY: This report seeks approval for the award of a contract following a competitive procurement process, conducted in accordance with current European Union procurement legislation and internal contract standing orders. It recommends the award of this Contract to Supplier A which had submitted the most economically advantageous tender, confirmed by a thorough evaluation process.	
DECISION: The Cabinet RESOLVED - That (1) the award of Contract for the supply of Print Services to Electoral Services be given to Supplier A, with authority being given to the Group Head of Policy, in consultation with the appropriate Cabinet Member, to enter into the necessary legal agreement.	
REASON FOR THE DECISION: To enable Electoral Services to work with the most economically advantageous supplier of print services.	
1. OPTIONS CONSIDERED BUT REJECTED: Not to award the contract to Supplier 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/025/121118

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Environment & Leisure Working Group – 9 October 2018 – Minute 20 – Safer Arun Partnership Annual Review – 2017/18	
OFFICER CONTACT: Georgina Bouette – Community Safety Manager Extn: 01903 737605 e.mail: Georgina.Bouette@arun.gov.uk	
EXECUTIVE SUMMARY: The Cabinet received the Minutes from the meeting of the Environment & Leisure Working Group held on 9 October 2018 and were alerted to recommendations at Minute 20 [Safer Arun Partnership Annual Review – 2017/2018].	
DECISION: The Cabinet RESOLVED - That (1) the work of the Safer Arun Partnership be endorsed and the importance of partnership working in contributing to reducing anti-social behaviour and addressing Street Community issues is recognised; and (2) recognition be given to the work of the Safer Arun Partnership in contributing to the delivery of the Council’s strategic priority “supporting you if you need help.”	
REASON FOR THE DECISION: To assess the progress of the Safer Arun Partnership during 2017/2018 in delivering the strategic priorities contained in its Partnership Plan 2017-2022.	
OPTIONS CONSIDERED BUT REJECTED: To not endorse the importance of partnership working in contributing to reducing anti-social behaviour and addressing street community issues.	
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: Neighbourhood Recycling Centre Contract [Exempt – Paragraph 3 – Information Relating to the Finance or Business Affairs of any Particular Person (Including the authority holding that information)]	
OFFICER CONTACT: Daniel Cox – Cleansing Operations Manager Extn: 01903 737688 e.mail: Daniel.Cox@arun.gov.uk	
EXECUTIVE SUMMARY: Arun District Council has a network of 21 Neighbourhood Recycling Centres (NRC's) across the District. The Council currently has a Contract for the collection and re-sale of textiles collected from these centres. The market for reclaimed textiles has deteriorated in recent years due to a range of socio-economic factors. It is therefore in the Council's interest to renegotiate the terms of this contract.	
DECISION: The Cabinet RESOLVED - That (1) The reduction in income the Council receives from the Neighbourhood Recycling Centre Contract by £24,000 per annum for 2018/19 and 2019/20 be approved; and (2) The amendment to the length of contract with the Council's existing contractor be approved to 12 months from April 2018 with an option of a further 12 months if mutually agreed.	
REASON FOR THE DECISION: To provide an agreed short-term contractual position benefiting both parties to allow the Council to retender the contract in due course in full consideration of current markets and the current services providing through Combined Cleansing Services Contract.	
OPTIONS CONSIDERED BUT REJECTED: To not agree to vary the terms of the Contract.	
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/027/121118

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Lease of Land for a Café on Littlehampton Seafront at the Old Shelter [Exempt – Paragraph 3 – Information Relating to the Finance or Business Affairs of any Particular Person (Including the authority holding that information)]	
OFFICER CONTACT: Charles Hothersall – Property & Estates Principal Surveyor Extn: 01903 737729 e.mail: Charles.Hothersall@arun.gov.uk	
EXECUTIVE SUMMARY: The purpose of this report is to seek the authority of Cabinet to grant a lease on land for the shelter site on Littlehampton Sea front to become a new hospitality facility.	
DECISION: The Cabinet RESOLVED That approval be given for the grant of a lease to the successful tenderer of the project on land at Littlehampton sea front, for a term of 35 years at best consideration. The lease will have a rent free period ending on the earlier of one year from the commencement of the term or the opening of the building for the permitted use. In addition it will not be contracted out of the security of tenure provisions of the Landlord and Tenant Act 1954.	
REASON FOR THE DECISION: To provide a tourism facility on the sea front at Littlehampton. The tendering process determined the right operator was found to provide this facility.	
OPTIONS CONSIDERED BUT REJECTED: To agree amended terms and to specify what those terms are to be.	
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	