

CABINET

12 November 2018 at 5.00 pm

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

Councillors Ambler, Cooper, Edwards, Northeast, Mrs Oakley and Wheal were also in attendance at the meeting.

234. WELCOME

The Chairman welcomed Councillors, representatives of the public, press and Officers to the meeting.

235. DECLARATIONS OF INTEREST

There were no Declarations of Interest made.

236. 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 Council's Constitution.

The Chairman confirmed that one question had been submitted for her to respond to. This question related to Item 8 on the agenda [Keystone Youth Facility – Future Provision at Eldon Way, Wick, Littlehampton]. The question stated that in welcoming this report on the proposal for a new youth and community facility in Wick, did the Leader of the Council agree that despite the differences between political parties in the District this, and work on the proposed enhanced Skate Park, exemplified how through dialogue and consultation it was perfectly possible for Councils of different tiers and political control to work together in the best interests of residents?

As the questioner was not present at the meeting, the Chairman confirmed that she would respond to the question in writing.

The Chairman then drew public question time to a close.

Cabinet – 12.11.18

*[To view the full detail of the question submitted and the written response provided – please refer to the Council's Public Question Time page on its web site – <https://www.arun.gov.uk/public-question-time/>]*

237. MINUTES

The Minutes of the meeting held on 15 October 2018 were approved by the Cabinet as a correct record and signed by the Chairman.

238. BUDGET VARIATION REPORT

There was no item for this meeting.

239. BUDGET MONITORING REPORT TO 30 SEPTEMBER 2018

The Deputy Leader of the Council and Cabinet Member for Corporate Support introduced the Budget Monitoring report to 30 September 2018. He outlined that financial performance was monitored on a regular basis to ensure that spending was in line with the Council's Policies and that net expenditure was contained within overall budget limits.

The report covered performance against the approved budget to the end of September 2018 in relation to the General Fund and Housing Revenue Account (HRA) and Capital.

The Financial Services Manager then drew Members' attention to the key elements of the budget monitoring report which had been attached at Appendix 1.

The variances on budget had been set out in the General Fund summary with this showing a favourable variation against expected spend of £338k. The deterioration from previous months was mainly due to homelessness expenditure on nightly paid accommodation. In order to address projected overspends a supplementary estimate of up to £650k was being requested for Full Council to approve.

The establishment savings target which was set at £450k was for the current year an additional (£176k) above target. The remaining variations were mainly income related.

Looking at the (HRA), expenditure on supervision and management was currently £139k below expectation. There had been six Right to Buy disposals at the end of September 2018 with an additional two during October 2018.

The Financial Services Manager stated that she had nothing to further update the Cabinet on in relation to Capital, Asset Management and Other Projects Programmes as the table set out within the report adequately summarised projects and expenditure to date.

Prior to moving to the recommendations, Councillor Mrs Brown outlined that there needed to be a slight amendment to Recommendation (1) to make this clear that this would be the only recommendation being forwarded to Full Council on 9 January 2019, with Recommendations (2) and (3) to be noted by Cabinet.

The Cabinet, then

RECOMMEND TO FULL COUNCIL

That a supplementary estimate of up to £650k (which equates to a Band D equivalent Council Tax of £10.76) for Homelessness be approved.

The Cabinet then

RESOLVED – That

(1) the contract for the design and consultancy for Hothampton Linear Park has been awarded; and

(2) the remainder of the contents in Appendix 1 is noted.

The Cabinet then confirmed its decision as per Decision Notice C/021/121118), a copy of which is attached to the signed copy of the Minutes.

240. KEYSTONE YOUTH FACILITY – FUTURE PROVISION AT ELDON WAY, WICK, LITTLEHAMPTON

The Chairman announced that she had received notification from one Councillor that he wished to speak on this item and so she would invite him to make his statement first before inviting the Cabinet Member for Neighbourhood Services and the Group Head of Neighbourhoods to present the report.

Councillor Northeast was invited to speak. He outlined that he had been an Outside Body representative on the Keystone Youth Facility Management Committee for over 20 years and that this project had taken up a lot of the Committee's time. However, he was delighted that it had now got to the stage where something concrete and exciting was being proposed. The Keystone Centre had reached the end of its life as a building and urgently needed replacing. West Sussex County Council had not offered assistance

Cabinet – 12.11.18

but thankfully now, due to Section 106 funding, a new youth facility would be provided. Councillor Northeast stated that this was a positive project to deliver from the large development that the area had seen and that residents were pleased to see that as a result of this development new infrastructure was now starting to be provided. Councillor Northeast stated that he was pleased to see that the Cabinet was considering that the existing Keystone Centre should remain operational during the construction of the replacement building. He thanked Cabinet, Arun's Officers and Littlehampton Town Council for the work undertaken and that he hoped that this work could progress forward quickly.

This multi-use youth facility was much needed and would provide not just youth provision activities but would also provide access to training and employment opportunities for young people with the provision of a drop-in centre, café and community space for other activities.

The Cabinet Member for Neighbourhood Services, Councillor Wotherspoon, agreed confirming that this was a good news item for the Council and others involved in this partnership working. The proposals being considered sought agreement to ensuring that the existing Keystone Centre would remain operational during the construction of a replacement building and so this allowed the good work of the Centre to continue during the numerous phases of the project.

The Group Head of Neighbourhood Services added some points stating that the stage reached now had been as a result of much consultation work being undertaken between Littlehampton Town Council and Arun District Council and other community groups. It was essential to improve youth facilities in Wick as this was widely recognised as one of the most deprived wards in the District. The new facility would provide a range of uses and Members were referred to Appendices 1 and 2 of the report which illustrated the site area and the hope that post construction, following the footprint of the building and limited parking, that the open space would be retained and enhanced. Play facilities, a multi-games area and other facilities such as a possible skate park would be provided at the site which would supplement the new facilities.

The Chief Executive asked if could have placed on record his thanks to Councillor Northeast [representing the Keystone Centre Management Committee] and to the Group Head of Neighbourhoods and his team for developing this great partnership with LTC.

The Cabinet

RESOLVED – That

(1) It gives agreement 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) It gives agreement to work with Littlehampton Town Council (LTC) to develop a project brief to provide a new building for a new youth and community hub at Eldon Way, Wick, Littlehampton;

(3) It gives agreement, 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) It gives approval, 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) It gives agreement 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) It instructs Officers to report back to Cabinet in due course on proposals to develop the vacated land for housing.

The Cabinet then confirmed its decision as per Decision Notice C/022/121118, a copy of which is attached to the signed copy of the Minutes.

241. HOUSING DELIVERY TEST AND IMPLICATIONS FOR ARUN DISTRICT COUNCIL

The Cabinet Member for Planning, Councillor Charles, introduced this report. He outlined that in the new National Planning Policy Framework (NPPF) published in July 2018, the Government had introduced the Housing Delivery Test (HDT).

Cabinet – 12.11.18

The requirements of the test were very onerous on local authorities and the planning department had insufficient resources to respond to the requirements of the HDT. Cabinet was therefore being asked to consider how it intended to respond to the requirements of the HDT and how it would resource work required to evidence housing supply performance under the HDT.

The Group Head of Planning then presented further details. The HDT would be published each November on an annual basis starting in November 2018. The test measured an authority's homes delivery record against its local housing requirement over the previous three years. The Group Head of Planning outlined how the percentage thresholds set out in the report would determine if a local authority passed or failed the HDT over a three year period and what the consequences were of not doing this.

The Group Head of Planning outlined that the requirements of the HDT were not particularly onerous for the next couple of years and Arun was likely to meet the required targets, however, from 2020, when the requirements increased to 75% it would become more challenging to satisfy the test. The implications of the HDT and the key issues and resource implications for Arun were explained. If the Council were to respond positively to the requirements of the new NPPF and HDT, significant additional resources would be required within the Planning Department. It was estimated that a minimum of 1.0 FTE was needed to deliver the required monitoring data, contribute to maintaining the HELAA database; and to undertake the required engagement with stakeholders and developers so that the annual action plan could be produced. The consequences of not meeting the HDT were clearly outlined.

The Cabinet

RESOLVED – That

- (1) the contents of the new NPPF and HDT requirements; the implications for planning policy and the potential significant resource implications for Arun District Council be noted; and
- (2) the annual revenue budget for Planning Services is 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 stakeholder and developers and potential production of an annual Action Plan.

The Cabinet then confirmed its decision as per Decision Notice C/023/121118, a copy of which is attached to the signed copy of the Minutes.

242. ELECTIONS – PRINT CONTRACT

The Group Head of Policy presented a report which sought approval for the award of Contract for the supply of Print Services to Electoral Services to Supplier A, following a competitive procurement process, conducted in accordance with current European Union procurement legislation and internal contract standing orders

The Group Head of Policy explained some of the background as to why it had been necessary, until now, to delay this work. The existing contract had been due for renewal post May 2017, however since that time there had been a snap Parliamentary Election on 8 June 2017 and then a restructuring of the senior management team.

Having explained the evaluation process and that the proposals for the award of contract had been made on the basis of the most economically advantageous tender for the Council, the Cabinet

RESOLVED

That the award of the Print Services Contract to Electoral Services be awarded 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.

The Cabinet then confirmed its decision as per Decision Notice C/024/121118, a copy of which is attached to the signed copy of the Minutes.

243. ENVIRONMENT & LEISURE WORKING GROUP – 9 OCTOBER 2018 – MINUTE 20 – SAFER ARUN PARTNERSHIP ANNUAL REVIEW – 2017/18

The Cabinet considered the Minutes of the meeting of the Environment & Leisure Working Group held on 9 October 2018 and the recommendations at Minute 20 [Safer Arun Partnership Annual Review].

The Cabinet Member for Community Wellbeing, Councillor Clayden, applauded the work undertaken by the Council's wellbeing team as a key member of the Safer Arun Partnership which he stated provided a wonderful example of multi-agency partners working well together. All involved in the partnership were working together to facilitate making the streets of Arun a safer place for residents. Councillor Clayden wished to have recorded that the work of the Partnership was to also tackle anti-social behaviour and that it provided help for the homeless.

Cabinet – 12.11.18

The Cabinet

RESOLVED – That

(1) the work of the Safer Arun Partnership be endorsed and the importance of partnership working in contributing to the 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".

The Cabinet then confirmed its decision as per Decision Notice C/025/121118, a copy of which is attached to the signed copy of the Minutes.

244. EXEMPT BUSINESS

The Cabinet

RESOLVED

That under Section 100A(4) of the Local Government Act 1972, the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that they may involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act by virtue of the paragraph specified against the items.

245. NEIGHBOURHOOD RECYCLING CENTRE CONTRACT – TEXTILES COLLECTION (Exempt – Paragraphs 3 – Information Relating to the Financial or Business Affairs of any Particular Person (Including the Authority Holding that Information).

The Cabinet Member for Neighbourhood Services, Councillor Wotherspoon, presented this report. He outlined that Arun District Council had a network of 21 Neighbourhood Recycling Centre (NRCs) across the District. The Council's existing contractor had a contract with the Council for the collection and re-sale of textiles collected from these centres. The market for reclaimed textiles had deteriorated in recent years due to a range of social-economic factors and it was in the Council's best interest to renegotiate the terms of this contact.



The Cabinet

RESOLVED – That

- (1) A reduction in income the Council receives from the Neighbourhood Recycling Centre Contract by £24,000 per annum for 3018/19 and 23019/20 be approved; and
- (2) The amendment to the length of the Contract with the Council's existing contractor to 12 months from April 2018, with an option of a further 12 months if mutually agreed be approved.

The Cabinet then confirmed its decision as per Decision Notice C/026/121118, a copy of which is attached to the signed copy of the Minutes.

246. LEASE OF LAND FOR A CAFÉ ON LITTLEHAMPTON SEAFRONT AT THE OLD SHELTER SITE – [Exempt – Paragraphs 3 – Information Relating to the Financial or Business Affairs of any Particular Person (Including the Authority Holding that Information)]

The Cabinet Member for Technical Services, Councillor Haymes, introduced this report stating that Cabinet was being asked to grant a new lease on land for the shelter site on Littlehampton seafront to become a new hospitality facility. This would enhance seafront tourism and the visitor experience in Littlehampton.

The Group Head of Technical Services provided some detailed background to the development of this project and stated that the successful application would be investing considerable funds to develop the site into a popular café and kite surfing centre. It was understood that this venue would provide at least 10 full time jobs. A draft lease had been agreed between all the parties, but the funding of the venture from the lenders point of view required an extension of the term from a previously agreed and signed off term of 25 years to an extended term of 35 years – this needed the approval of Cabinet.

In discussing the item, it was agreed that this was yet another good news item and an exciting project for Littlehampton. In view of the recognised significant investment that the applicant was making, it was agreed that the extension to the lease should be approved, provided that the security of tenure provisions of the Landlord and Tenant Act of 1954 remained in place.

Cabinet – 12.11.18

The Cabinet

**RESOLVED**

That it approves the granting of a Lease to the successful tenderer of the project on land at Littlehampton seafront 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 of the opening of the building for the permitted use and, in addition, will not be contracted out of the security of tenure provisions of the Landlord and Tenant Act 1954.

(The meeting concluded at 5.37 pm)