

Committee Manager : Jane Fulton (Ext 37547)

20 February 2019

CABINET

A meeting of the Cabinet will be held in Committee Room 1 (Pink Room) at the Arun Civic Centre, Maltravers Road, Littlehampton, on the **4th March 2019 at 5.00 pm** and you are requested to attend.

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

A G E N D A

1. APOLOGIES FOR ABSENCE
2. DECLARATIONS OF INTEREST

Members and Officers are reminded to make any declarations of pecuniary, personal and/or prejudicial interests that they may have in relation to items on this agenda and are reminded that they should re-declare their interest before consideration of the item or as soon as the interest becomes apparent.

Members and officers should make their declaration by stating :

- a) the item they have the interest in
- b) whether it is a pecuniary, personal and/or prejudicial
- c) the nature of the interest
- d) if it is a pecuniary or prejudicial interest, whether they will be exercising their right to speak under Question time

3. QUESTION TIME
 - a) Questions from the public (for a period of up to 15 minutes).
 - b) Questions from Members with prejudicial interests (for a period of up to 15 minutes).

4. URGENT BUSINESS

The Cabinet may consider items of an urgent nature on functions falling within their responsibilities where special circumstances apply. Where the item relates to a key decision, the agreement of the Chairman of the Overview Select Committee must have been sought on both the subject of the decision and the reasons for the urgency. Such decisions shall not be subject to the call-in procedure as set out in the Scrutiny Procedure Rules at Part 6 of the Council's Constitution.

5 MINUTES

To approve as a correct record the Minutes of the meeting held on 11 February 2019 (attached)

6 BUDGET VARIATION REPORT

To consider any reports from the Head of Corporate Support.

7 SUBMISSION OF BID TO HIGH STREETS FUND

Approval is sought to submit a bid for funding to seek to strengthen the economic, social and environmental wellbeing of the Bognor Regis Town Centre and authority to spend any grant that might be received.

8 FUNDING BID TO COASTAL COMMUNITIES FUND FOR ENHANCED PUBLIC REALM SCHEME IN LITTLEHAMPTON TOWN CENTRE

A funding bid has been submitted to the Coastal Communities Fund to deliver enhanced public realm in Littlehampton Town Centre. This report seeks the agreement of Cabinet for the submission of the bid and the Council's responsibilities as the Accountable Body under the Terms and Conditions of the grant scheme, and the authority to spend the grant should funding be awarded.

9 HOUSING REVENUE ACCOUNT BUSINESS PLAN UPDATE 2019/20

This report provides the annual update on the baseline position for the Housing Revenue Account Business Plan (HRABP) projections. The HRABP forecasts income, expenditure, investment and borrowing in respect of Council housing over a 30 year period. It is not the approved budget, but will inform it.

The update has been produced by our retained expert consultant; Housing Finance Associates and is based entirely on inputs that have been provided by the Council. The forecasts assume a change in Council policy to enable borrowing.

10 RENT SETTING POLICY 2019/20

The purpose of this Policy is to provide clear guidance, transparency and consistency in Arun District Council's rent setting arrangements.

11 PROCUREMENT OF SOFTWARE FOR THE ADMINISTRATION OF REVENUES AND BENEFITS

Cabinet is asked to determine the granting of a Contract in excess of £1.3m over a 5 year term.

12 LOAN TO CREDIT UNION

The Credit Union (Boom) is planning to increase its capital base in order to expand its lending. The Council already has £25k invested in the Credit Union in the form of an interest free loan. The report request that the current loan is extended for a further 10 years and to make an additional loan to the Credit Union of £25k to enable the Credit Union to utilise the entire loans as regulatory capital.

13 JUDICIAL REVIEW - LAND SOUTH OF SUMMER LANE AND WEST OF PAGHAM ROAD, PAGHAM

An application for Judicial Review (JR) of the decision by Arun District Council to grant outline planning application for “a mixed use development comprising of up to 400 dwellings, a care home, a Local Centre comprising up to 2000sqm of A1/A2/A3/D1/sui generis floorspace, provision of land for a 1FE primary school (with sufficient space to ensure that it is expandable to 2FE), provision of land for a scout hut, safeguarding of land to help link the site to the Pagham Harbour Cycle Route & other community uses including public open space & allotments with some matters reserved” on Land South of Summer Lane and West of Pagham Road, Pagham, (reference P/140/16/OUT) has been filed by Pagham Parish Council.

If the application for the JR to be heard is allowed and the Council considers that it is expedient to defend the JR, LEGAL SUPPORT WILL BE REQUIRED. Should the claimant be successful, the Council will automatically be liable to apy their costs associated with the JR.

This report seeks approval to a supplementary estimate of up to £105,000 to cover costs of defending this JR.

ITEMS PUT FORWARD BY THE OVERVIEW SELECT COMMITTEE / WORKING GROUPS

14 HOUSING & CUSTOMER SERVICES WORKING GROUP - 7 FEBRUARY 2019

To consider two recommendations from the meeting of the Housing & Customer Services Working Group held on 7 February 2019 [Minute 17 – Community Safety and Housing Partnership Working Review – 2016-2018]. An extract from the minutes is attached.

15 EXEMPT INFORMATION

The Committee is asked to consider passing the following resolution:-

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 item of business on the grounds that it may involve the likely disclosure of

exempt information as defined in Part 1 and Part 5 of Schedule 12A of the Act by virtue of the paragraph specified against the item.

16 DISPOSAL OF FREEHOLD LAND AT MEADVIEW NURSERY, LYMINSTER, LITTLEHAMPTON (EXEMPT)

To consider the attached report.

Note : *Indicates report is attached for all Members of the Council only and the press (excluding exempt items). Copies of reports can be obtained on request from the Committee Manager).

Note : Members are reminded that if they have any detailed questions would they please inform the Chairman and/or relevant Director in advance of the meeting.

315

CABINET11 February 2019 at 5.00 pm

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

Councillors Ambler, Mrs Madeley, Mrs Oakley, Mrs Pendleton, Warren and Wheal were also in attendance at the meeting.

391. WELCOME

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

392. DECLARATIONS OF INTEREST

There were no Declarations of Interest made.

393. PUBLIC QUESTION TIME

The Chairman confirmed that no public questions had been received.

394. MINUTES

The Minutes of the meeting held on 14 January 2019 were approved by the Cabinet as a correct record and signed by the Chairman.

395. BUDGET VARIATION REPORT

There was no item for this meeting.

396. BUDGET MONITORING REPORT

The Deputy Leader of the Council and Cabinet Member for Corporate Support introduced the Budget Monitoring report to 31 December 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 December 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 £403k.

Members were reminded that at the end of December 2018 of the adverse net variation of £458k against expected, this had been in relation to nightly paid accommodation. A request had been made for a supplementary estimate for an additional £650k net expenditure which had been approved at Cabinet on 12 November 2018 and forwarded and approved at Full Council on 9 January 2109. This would regularise the situation for the next Budget Monitoring report.

Paragraph 2.8 of the report estimated the outturn position in relation to the General Fund, this was anticipated to be around £7.5 at the end of the financial year. The Council had been successful in an application for a Coastal Revival Fund grant of £50k for the Bognor Regis Band Stand and it was highlighted that the Cabinet would be asked to note this successful outcome.

Income from fees, charges and rents has been buoyant with total income currently £179k above expectation. The graph at Paragraph 6.3 of the report illustrated income by source and value; the achievement to the end of December 2018 against profiled budget; full year budget and outturn last year.

Looking at the (HRA) section of the report, this set out the monitoring summary to the end of December 2018 and summarised expenditure on supervision and management. The report highlighted that there had been 8 Right to Buy disposals in the current period compared to 13 for the previous year.

The Financial Services Manager stated that there were no issues to report in relation capital and special projects in relation to the approved budget.

Finally, looking at Section 106 sums, the table at Paragraph 10.4 showed the amounts received for each agreement, analysed by its intended application. Members were advised that that there was currently £58k which needed to be spent within the next year but that it was important to emphasise that although sums were time limited, under the terms of their agreement, this did not present a risk to the Council at the present time.

In discussing the report, the Cabinet Member for Technical Services confirmed his thanks to Officers for their work and the successful outcome with the Coastal Revival Fund grant for the Bognor Regis Band Stand.

The Chairman thanked the Financial Services Manager for the comprehensive report and referred Members to the recommendations.

The Cabinet

RESOLVED – That

- (1) The report in Appendix 1 be noted;
- (2) It be noted that overall performance against Budget was currently on track; and
- (3) The successful grant application for £50k from the Coastal Revival Fund (MHCLG) for the Bognor Regis Band Stand be noted.

The Cabinet then confirmed its decision as per Decision Notice C/039/110219), a copy of which is attached to the signed copy of the Minutes.

397. COUNCIL BUDGET – 2019/20

In introducing the report the Deputy Leader of the Council and Cabinet Member for Corporate Support stated that the Budget for 2019/20 was good news. It was noted that, in spite of operating in a challenging financial environment, the Council had achieved a balanced budget and so he commended the finance team on their professional work.

It was highlighted that this report set out the Capital, Housing Revenue and General Fund Revenue Budget for 2019/20 which Cabinet would review making recommendations to the Special Meeting of the Council to be held on 20 February 2019.

The Group Head of Corporate Support was then invited to provide an overview of the Council's Budget for 2019/20 highlighting what was felt were the significant areas that Members should be made aware of.

In presenting the Budget it was explained that the Budget was a positive one but the risks and main strategic issues were as follows:

- This would be the final year of the four year settlement that the Council accepted in 2016/17. The Council was no longer in receipt of Revenue Support Grant (RSG) and this was due to become negative £430k (payment to Government) in 2019/20. However the negative RSG had been cancelled by the Government resulting in a one-off windfall for the Council in 2019/20.

- It was explained that West Sussex, as an area, had been successful with its application to become a 75% Rate Retention Pilot for 2019/20. This would result in significant investment in Superfast Broadband across the County.
- The Business Rate reset was currently out to consultation. It was highlighted that the Council would need to respond vigorously to this consultation as the Council was at risk of losing all of the significant growth that had been achieved since the scheme had been introduced. It was very important for the Council to ensure that it would not face a huge reduction in funding in 2020/21.
- The New Homes Bonus (NHB) had been a main source of funding since it had been introduced in 2011/12, however, payments had been continually reducing with the number of effective years reducing from 6 years to 4 years. The introduction of the deadweight adjustment and the future of the scheme remained uncertain. The consultation regarding reform of the system added more uncertainty for the future.
- The table in Paragraph 2.9 illustrated the reduction in funding amounting to £514k after a number of years of reductions.
- Paragraph 2.11 explained that the Council was proposing to increase its Council Tax to the maximum allowable which was £5.22 or 2.96% - this represented a 10p per week increase based on a Band D Council Tax. It was highlighted that the Council's share of the total Council Tax bill equated to less than 10%.
- The effect of this had been summarised in the table in Appendix 1 – the General Fund Revenue Budget Summary which showed that the Council had achieved balanced budget whilst also contributing a further £1.1m to the Business Rates Reserve (in addition to the contribution of £2m made in 2018/19). Mitigating a cushion against potential future reductions in funding.
- The table on page 33 set out a summary of the projected movement on General Fund Reserves. This showed that the Council was anticipating balances of approximately £7.5m at the end of 2019/20 which would provide a reasonable cushion to the Business Rates Reserve given the uncertainty already outlined.
- Of importance was the Table at page 34 showing variances – most of which were self-explanatory. Members' attention was drawn to the reduction in recycling credits in the sum of £131k following the termination of the current agreement (memorandum of Understanding) by West Sussex County Council. This would result in a reduced payment for 2019/20 and the MoU would not continue after 2019/20 placing a further £850k of income at considerable risk from 2020/21 and so a further strain on the Council's Budget which the Council could not ignore.

- Although most of the risks had been covered, Members' attention was drawn to Paragraphs 6.9 and 6.10 of the report relating to homelessness and especially the risks associated with WSCC's decision to reducing support to the voluntary housing sector. This would place further strain on the Council's resources but reinforced the need to have sound balances in the HRA fund.
- Turning to the HRA Account Budget, this showed a marked reduction in the level of balances which was a result of the recent stock condition survey. The enhanced programme was affordable for 2019/20 but the Housing Repairs Budget for 2020/21 onwards would need to be reviewed in light of slippage and affordability.
- Capital, Asset Management and other projects – this was the first year that the Council was required to have a Capital Strategy. This would be considered by the Audit & Governance Committee on 14 February 2019. A new capital programme had been detailed at page 42 and demonstrated considerable ambition. Despite severe financial constraints, the Council was continuing to invest in the District's infrastructure and new initiatives such as The Keystone Centre in Littlehampton and the Pavilion Park in Bognor Regis.

Finally, the Group Head of Corporate Support alerted Members to the observations made by the Overview Select Committee at its meeting held on 29 January 2019 where the Committee had given support to the Budget but had raised serious concerns over the WSCC's decision to cut funding for homeless charities. The Committee had specifically requested that its concerns be passed to Cabinet.

The Chairman thanked the Group Head of Corporate Support for his detailed presentation and congratulated him and his team in achieving a balanced budget whilst at the same time continuing with an ambitious capital programme and she then invited questions from Members.

In discussing the 2019/20 Budget, Cabinet supported the comments made by the Overview Select Committee about the cuts in grant made by WSCC to homelessness charities and stated that it remained concerned at the unknown impacts this would bring.

Concern was also expressed about the reduction in recycling credits proposed by WSCC. Funds used to boost recycling rates were set to be cut in 2019/20 with Arun's share falling by around £131k. The Cabinet Member for Community Wellbeing, Councillor Wotherspoon, stated that these credits had been used to fund a number of projects in Arun to increase recycling and that Arun had operated in this way year on year since 2013/14. Councillor Wotherspoon stated that he and the Council would be taking WSCC to task over these reductions.

The Chairman stated that the Budget for 2019/20 was a positive budget and that it was important to emphasise that all of the services provided by the Council were at a cost of just £3.50 per week for a Band D Council Tax. There were important issues to keep an eye on such as the Business Rate split and New Homes Bonus. Councillor Mrs Brown stated that the District Council's Network was working very hard with all Councils and that the Government would have a very big fight on its hands if it proposed to take some of this funding back.

The Cabinet

RESOLVED – That

(1) It be noted that the Group Head of Corporate Support, in consultation with the Deputy Leader of the Council and Cabinet Member for Corporate Support, had approved a Council Tax base of 61,281 for 2019/20; and

(2) The Budget report in Appendix A, 1, 2 and 3 be noted.

The Cabinet then

RECOMMEND TO THE SPECIAL MEETING OF THE COUNCIL
ON 20 FEBRUARY – That

(1) The General Fund Revenue Budget as set out in Appendix 1 is approved;

(2) The Council's Band D Council Tax for 2019/20 is set at £181.62, an increase of 2.96%;

(3) The Council's Council Tax Requirement for 2019/20, based on a Band D Council Tax of £181.62, is set at £11,129,855 plus parish precepts as demanded, to be transferred to the General Fund in accordance with statutory requirements;

(4) The Housing Revenue Account (HRA) Budget as set out in Appendix 2 is approved;

(5) The HRA rents for 2019/20 are set at 1% below the current year's level in accordance with the provisions of the Welfare Reform and Work Act;

(6) HRA garage rents are increased by 5% to give a standard charge of £11.72 per week (excluding VAT), and heating and water/sewerage charges increased on a scheme by scheme basis, with a view to balancing costs with income; and

(7) The Capital Budget as set out in Appendix 3 is approved.

The Cabinet then confirmed its decision as per Decision Notice C/040/110219, a copy of which is attached to the signed copy of the Minutes.

398. JUDICIAL REVIEW AT LAND SOUTH OF NEW ROAD [A259] AND EAST OF BROOK LANE, ANGMERING [PLANNING APPLICATION REFERENCE A/23/15/OUT].

The Cabinet Member for Planning, Councillor Charles, introduced this item stating that the Development Control Committee had granted planning permission for a new retail food store and public house on land to the south of the A259 in Angmering, contrary to the Officer's recommendation of refusal on retail policy grounds. In making the decision, Members gave greater weight to the socio-economic benefits of the scheme and took into account the limited impact it would have on the character of the countryside in that location.

Store Properties had submitted an application for permission for Judicial Review. The Council had responded setting out what its summary grounds for contesting the claim would be.

As there were various scenarios at each stage of the process, and the costs incurred could vary depending upon different outcomes, the report was seeking to secure a supplementary estimate of £150k based on covering the Council's costs and costs that the Council could be liable to pay.

The Director of Place provided a further update. There was positive news in that the Council's case had been supported by a judge considering the submitted papers. However, an oral hearing had now been requested by the appellant. The Director of Place promised to keep Members updated on this case.

The Cabinet

RECOMMEND TO FULL COUNCIL ON 13 MARCH 2019

That a supplementary estimate of £150,000 be approved for the costs associated with the Judicial Review in respect of planning application A/23/15/OUT. This to include Counsel costs to defend the Council's position and an estimate of potential costs that the Council would be required to pay as a result of the Claimant being successful in their Judicial Review claim.

The supplementary estimate equates to a Band D Council Tax of £2.48.

The Cabinet then confirmed its decision as per Decision Notice C/041/110219, a copy of which is attached to the signed copy of the Minutes.

Cabinet – 12.02.19

399. JOINT AREA COMMITTEES

The Cabinet received and noted the Minutes of the meeting of the Joint Western Arun Area Committee held on 31 October 2018.

400. OVERVIEW SELECT COMMITTEE – 29 JANUARY 2019

The Cabinet received and noted the Minutes from the meeting of the Overview Select Committee held on 29 January 2019. The Minutes relating to Council Budget 2019/20 had been considered earlier in the meeting.

(The meeting concluded at 5.25 pm)

AGENDA ITEM NO. 7**ARUN DISTRICT COUNCIL****REPORT TO AND DECISION OF CABINET
ON 4 MARCH 2019****PART A : REPORT****SUBJECT: SUBMISSION OF BID TO HIGH STREETS FUND**

REPORT AUTHOR:	Karl Roberts, Director of Place
DATE:	9 January 2019
EXTN:	37760
PORTFOLIO AREA:	Planning

EXECUTIVE SUMMARY:

This report seeks the agreement of Cabinet to submit a bid for funding to seek to strengthen the economic, social and environmental wellbeing of the Bognor Regis Town Centre and authority to spend any grant that might be received.

RECOMMENDATIONS:

Cabinet is invited to endorse the following:

- a) Intention to submit a bid to the High Street Fund for the Town Centre of Bognor Regis.
- b) Should the initial Phase 1 bid be successful then the intention to submit a bid to the High Street Fund Phase 2 for the Town Centre of Bognor Regis.
- c) The principle of accepting any revenue grant to develop a Phase 2 bid subject to due diligence on any terms and conditions
- d) The principle of accepting any capital grant as a result of a successful Phase 2 bid subject to due diligence on any terms and conditions.

1. BACKGROUND:

- 1.1 On the 26 December 2018 the Government published a prospectus for Council's wishing to bid for part of a £675m fund to assist more high streets adapt and meet the changing expectations of consumers; not just to survive, but to thrive.
- 1.2 The intention of the fund is to support places by co-funding transformative, structural changes to overcome challenges in their area so that the stated objective of fund namely to renew and reshape town centres and high streets in a way that improves experience, drives growth and ensures future sustainability, is fulfilled. It will also support wider economic growth within local areas.
- 1.3 The fund will operate as a two-round fund with two stages to the application process. This first stage of the application process, Phase 1, calls for places to come forward with Expressions of Interest by 22 March 2019 setting out their challenges and strategic approach to regenerating town centres. The Government

will assess these Expressions of Interest against criteria set out within the prospectus and make an announcement on which places will move forward to Phase 2, development of full business cases.

- 1.4 During this second phase, shortlisted places will receive some revenue funding to support the development of their high street strategies which shall include specific project plans and associated business cases setting out how they shall regenerate these places. These business cases will be assessed in accordance with departmental and HM Treasury Green Book appraisal methodologies and criteria to be published in due course.

The overall timetable is as follows.

- December 2018: Phase 1 opens, and Expressions of Interest invited
- 22 March 2019: deadline for Expressions of Interest
- Summer 2019: announcement on places moving to Phase 2
- Late 2019: first round of final business cases to be submitted
- Spring 2020: all remaining final business cases to be submitted
- Not before 2020: Second round of applications opens

- 1.5 In the first phase any bidding Council's will be expected to define the specific challenges faced by their high streets, to set out their overarching strategic ambition for what the high street or town centre should become and what needs to be done to make this possible.

- 1.6 There is an application form which will need to be completed. This is based around three themes against which places will be selected:

1. Defining the place:

- a. The geography of the high street/town centre;
- b. The centre's catchment and link to wider economic areas;

2. Setting out the challenges:

- a. Clear description of the issues and challenges facing this area;
- b. Why central government funding is needed to meet these challenges;
- c. Evidence to support this.

3. Strategic ambition:

- a. Set out a high-level vision for improving their area and how this links with need expressed in Section 2;
- b. Cover how investment from government will support the area and help overcome these challenges;
- c. Demonstrate engagement with and support from local stakeholders including other tiers of local government, if applicable, and the private sector;
- d. Demonstrate how this ambition will align with other funding streams (public or private);
- e. Show how this will link to wider strategic plans e.g. around housing and local growth;

	f. Detail of capacity arrangements to ensure robust governance and delivery.
1.7	<p>The Government expects any identified need for investment to fall under the following themes:</p> <ul style="list-style-type: none"> • Investment in physical infrastructure • Acquisition and assembly of land including to support new housing, workspaces and public realm • Improvements to transport access, traffic flow and circulation in the area • Supporting change of use including (where appropriate) housing delivery and densification • Supporting adaptation of the high street in response to changing technology
1.8	<p>The Government expects projects to be co-funded by public and private sector additions and this will be taken into consideration as part of the assessment of projects. The Government expect an element of co-funding, either on a project basis or to deliver a local area's wider strategy for the high street. This co-funding could either be public (e.g. from local areas' own budgets) or private finance (e.g. co-financing housing infrastructure).</p>
1.9	<p>The fund will contribute up to a maximum of £25 million to each successful place. However, the Government expect to see a range of project sizes coming forward, many of which are in the region of £5-10 million per town centre. As such they have indicated that they do not expect to allocate that full amount to each area.</p>
1.10	<p>In terms of eligibility the Government have make it clear that in two tier areas, any bids should be submitted by District Councils. They will not accept any bid covering town centre areas that are not facing significant challenges. The prospectus also states that funding will not be provided for surface-level projects that only make a difference to the appearance, rather than the use, of the area or those that would not have a long-term impact. Also, only one bid per Council can be submitted in this initial bidding round. There is also an expectation of evidence that key local stakeholders will be supporting the bid.</p>
	<p>2. PROPOSAL(S):</p>
2.1	<p>Within Arun there are three principle town centres - Littlehampton, Arundel and Bognor Regis. Whilst Littlehampton is probably the weakest of the three in economic terms, the Council has recently submitted a bid under the Coastal Communities Fund for significant investment in public realm. Also, the Council needs to update its strategy for the St Martin's Car Park area and therefore the town is perhaps a better fit for a round 2 bid. Arundel wouldn't satisfy the eligibility criteria, however Bognor Regis would. Furthermore, the Council has a number of well-developed projects that when delivered will have a major beneficial impact upon the Town Centre.</p>
2.2	<p>The Council has commissioned Urban Delivery to prepare a bid document for the Council to submit and this report asks Cabinet to note this action and offer its support. A verbal update of the likely bid contents will be provided at the meeting. The report also asks the Cabinet to agree other actions which will overall support the bidding process and assist in making best use of limited time should the Council be successful with its phase 1 bid.</p>

3. OPTIONS:

The main options are to either support the submission of a bid or not or change the bidding location.

4. CONSULTATION:

Relevant external stakeholders will be invited to support the bid document. They have no consulted on the content of this report.

Has consultation been undertaken with:	YES	NO
Relevant Town/Parish Council		x
Relevant District Ward Councillors		x
Other groups/persons (please specify)		x

5. ARE THERE ANY IMPLICATIONS IN RELATION TO THE FOLLOWING COUNCIL POLICIES: (Explain in more detail at 6 below)

	YES	NO
Financial	x	
Legal	x	
Human Rights/Equality Impact Assessment		x
Community Safety including Section 17 of Crime & Disorder Act		x
Sustainability		x
Asset Management/Property/Land	x	
Technology		
Other (please explain)		

6. IMPLICATIONS:

If successful, the award of the grant will provide additional resources to enable the Council to deliver additional services/amenities to the local community. The bid considers the resources required from the Council to deliver the outcomes. It is anticipated that a further report will be presented to Cabinet later in the year.

7. REASON FOR THE DECISION:

To ensure executive support for the proposed bid submission. Bids and funding conditions should be fully considered to ensure that they are compatible with the aims and objectives of the Council.

8. EFFECTIVE DATE OF THE DECISION: 13 March 2019**9. BACKGROUND PAPERS:**

Future High Streets Fund: Call for Proposals - <https://www.gov.uk/government/publications/future-high-streets-fund-call-for-proposals>
Equality Impact Assessment

AGENDA ITEM NO. 8**ARUN DISTRICT COUNCIL****REPORT TO AND DECISION OF CABINET
ON 4 MARCH 2019****PART A : REPORT****SUBJECT: Funding bid to Coastal Communities Fund for Enhanced Public Realm Scheme in Littlehampton Town Centre****REPORT AUTHOR:** Caroline Gosford – Senior Regeneration / LSP Manager**DATE:** 25 January 2019**EXTN:** 37854**PORTFOLIO AREA:** Economy Group**EXECUTIVE SUMMARY:** A funding bid has been submitted to the Coastal Communities Fund to deliver enhanced public realm in Littlehampton Town Centre.

This report seeks the agreement of Cabinet for the submission of the bid and the Council's responsibilities as the Accountable Body under the Terms and Conditions of the grant scheme, and the authority to spend the grant should funding be awarded.

RECOMMENDATIONS:**Cabinet is invited to:**

1. Note and endorse the submission of the bid to the Coastal Communities Fund as set out in the report; and
2. If the bid is successful, authorise the grant spend and delivery of the public realm project.

1. BACKGROUND:

1.1 An Expression of Interest was submitted by the Council to the Coastal Communities Fund in 2018 for funding to deliver two phases of the approved four phase shovel-ready public realm scheme for the town centre. The Council was invited to submit a full bid.

1.2 Around 40 projects have been invited to submit full bids, however the limited pot of funding means only half of the projects submitting full bids are likely to receive funding. The funding decision will be made by the Ministry of Housing, Communities and Local Government in Spring 2019.

1.3 This report is being submitted ahead of the funding decision to save time; in the event that funding is awarded, a condition of the grant would be that work on site must start within 6 months of acceptance of the grant. This does not allow sufficient time for the Council's decision-making processes to be completed after grant award and also to achieve start on site within this timescale.

2. PROPOSAL(S):

2.1 The bid requests capital funding to deliver the public realm works and revenue costs for associated staffing to deliver this project. The public realm enhancements are for the area of the High Street precinct and pavements/junctions to the railway station where a new and attractive gateway to the town is planned. See Appendix A for the public consultation display boards showing the design scheme which includes new layouts and high-quality new paving, lighting, planting and street furniture.

2.2 The existing town centre public realm is dated, poorly laid out and uncoordinated, and is in stark contrast to the new high quality riverside public realm and iconic and quirky seafront structures like the Longest Bench and Stage by the Sea. Pedestrian routes from the station towards the town centre are not obvious and road crossings are tricky.

2.3 The main objectives of the public realm scheme are to improve connectivity between town, riverside and seafront, create safer and more intuitive pedestrian routes around the town and attract more, and higher-spending visitors to the town to stay longer and spend more to sustain and grow the town's businesses.

2.4 Evidence shows the town is struggling, especially since the departure of Waitrose from the town centre to nearby Rustington. Vacancy rates are rising and national retail trading conditions are the harshest in living memory. National policy states that town centres need to adapt to becoming less about retail and more service-orientated to maintain footfall and spend, and to offer a better visitor experience to compete in the new online world. While small scale initiatives are tackling these issues such as shop front grants and retail training, this transformational project requires large scale investment.

2.5 The bid requests Coastal Communities Fund grant of £2,452,295 which is matched by other public and private funds totalling £3,265,642. If the funding bid is successful, the delivery phase would run from 2019 until early 2021.

2.6 The bid has been made by the Council on behalf of Littlehampton Coastal Communities Team, a multi-agency partnership tackling town centre issues. The Council will be the Accountable Body and responsible for adherence to grant terms and conditions, and all delivery activity will be subject to the Council's Constitution and Standing Orders.

2.7 The Council delivered a similar successful public realm scheme in Bognor Regis town centre which has provided the evidence of economic growth to underpin this bid. If the bid is successful, the lessons learnt from the Bognor Regis project will be used to deliver this project.

2.8 The overall aim of the Coastal Communities Fund is to improve the economic fortunes of seaside towns through the creation of new jobs and new businesses and attracting more visitors. The bid sets out clearly how this would be achieved through growing visitor numbers and spend.

2.9 The Coastal Communities Fund and funding bid aims and objectives have been reviewed and are fully compatible with those of both the Council and the Economy Group.

3. OPTIONS:

To note the contents of the report

OR Not to note the contents of the report

<p>To endorse the submission of the bid</p> <p>OR Not to endorse the submission of the bid</p> <p>If the bid is successful, to authorise spend of the grant funding and the delivery of the public realm project</p> <p>OR If the bid is successful, not to authorise spend of the grant finding or the delivery of the public realm project</p>		
4. CONSULTATION:		
Has consultation been undertaken with:	YES	NO
Relevant Town/Parish Council re: designs and objectives	x	
Relevant District Ward Cllrs re: designs and objectives	x	
<p>Other groups/persons (please specify) Members all 3 tiers, Traders, Coastal Communities Team, public.</p> <p>Littlehampton Regeneration Sub Committee made aware that the bid was being submitted.</p> <p>JEAAC as the responsible Highways body for such works has approved the designs</p>	x	
5. ARE THERE ANY IMPLICATIONS IN RELATION TO THE FOLLOWING COUNCIL POLICIES: (Explain in more detail at 6 below)	YES	NO
Financial	x	
Legal	x	
Human Rights/Equality Impact Assessment		
Community Safety including Section 17 of Crime & Disorder Act		
Sustainability		
Asset Management/Property/Land		
Technology		
Other (please explain)		
6. IMPLICATIONS:		
<p>Financial: if successful, the award of the grant will provide additional resources to enable the Council to deliver additional services/amenities to the local community. The bid considers the resources required from the Council to deliver the outcomes. Deputy Section 151 Officer has reviewed and approved the bid. If funding is awarded, Accounts will assist with cost and budget management</p> <p>Legal: A formal Section 278 agreement will be required with West Sussex County Council to enable work on their highways land, plus construction contract support.</p>		

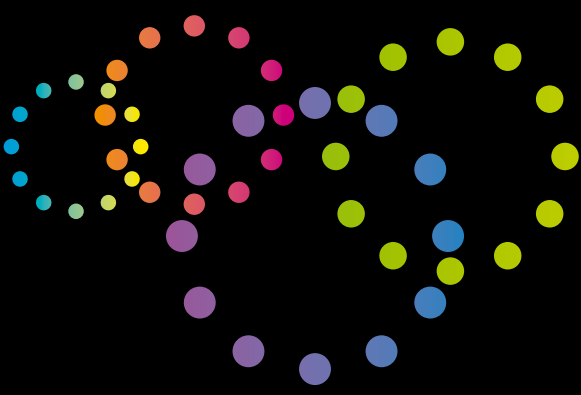
7. REASON FOR THE DECISION:

To ensure executive support for the submission of the bid and, if successful, delivery of the project.

To increase economic growth in Littlehampton via new business turnover, jobs and businesses

8. EFFECTIVE DATE OF THE DECISION: 13 March 2019**9. BACKGROUND PAPERS:**

Appendix A: Public realm scheme display boards



WELCOME

Welcome to this public exhibition. We would like your thoughts on our emerging vision, principles and design plan for publicly owned existing town centre streets and spaces including Terminus Road, Surrey Street, Beach Road and the High Street. Arun District Council has identified, through previous studies the apparent disconnect between The Seafront, East Bank Riverside Walkway and Town Centre.

By way of explanation, public realm is a term used to describe ‘the spaces between buildings’ amongst other things, this includes the pavements we walk on, the streets we drive down, the seats we sit on and art we look at.

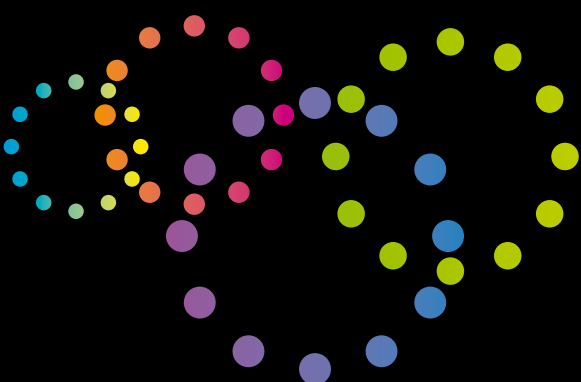
LDA Design has been appointed to recommend practical methods for enhancing the town’s pedestrian connectivity through a holistic approach and high quality design. The proposals intend to improve the arrival experience into the town and reinvent the public realm as a welcoming and enjoyable place that is comfortable and encourages visitors and locals to spend more time within the town centre. The plan below highlights the study area for the work.



PROJECT STUDY AREA

LITTLEHAMPTON REGENERATION - TOWN CENTRE PUBLIC REALM

2. OBSERVATIONS AND OPPORTUNITIES



A RICH AND VARIED TOWNSCAPE



POOR ARRIVAL EXPERIENCES



OVER-SIZED JUNCTIONS



INDEPENDENT SHOPS



DISTINCTIVE HISTORIC ARCHITECTURE



A CLUTTERED STREET SCENE



A MIX OF POOR QUALITY MATERIALS



OUTDATED MARITIME THEME
BUT CHERISHED SENSE OF IDENTITY



A CULTURE OF WORLD CLASS ARCHITECTURE
AND DESIGN



DUPLICATED SIGNAGE



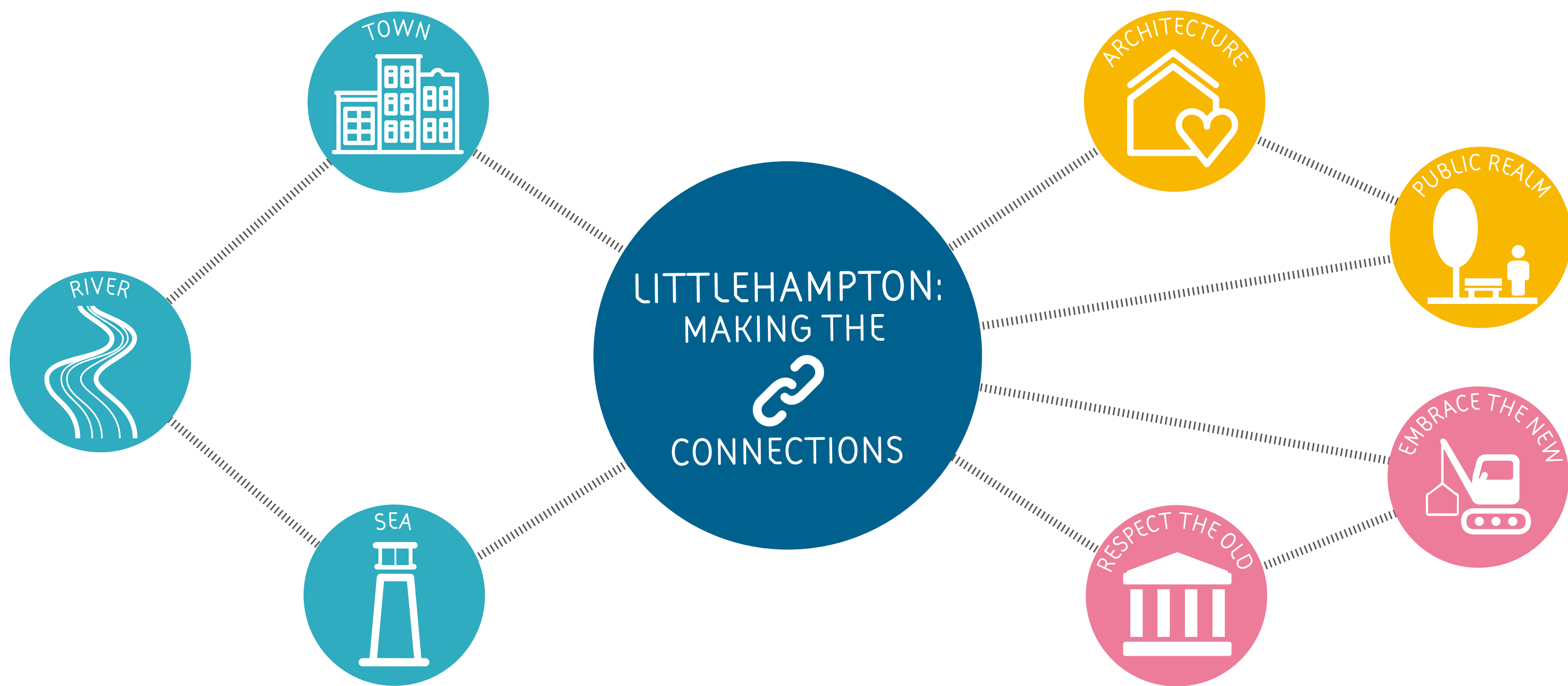
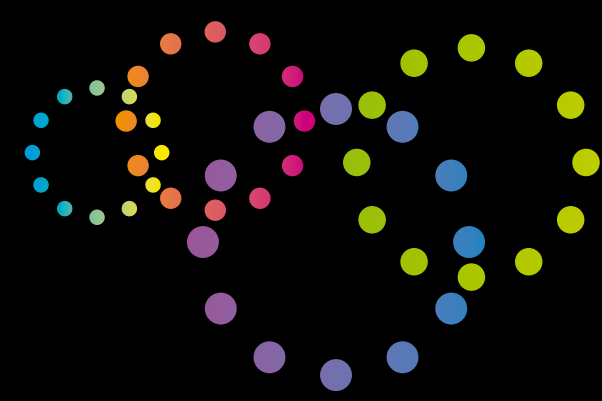
NEGATIVE MESSAGES



FAST AND WIDE ONE WAY ROADS,
APPARENT VEHICLE PRIORITY

LITTLEHAMPTON REGENERATION - TOWN CENTRE PUBLIC REALM

3. THE VISION & OVERARCHING PRINCIPLES



D Celebrating the Special Qualities of Littlehampton

The community of Littlehampton is proud of its maritime identity and history. This is currently portrayed in the town through street furniture. However, initial discussions with stakeholders felt that this is now outdated. Indeed, the ship's wheel icon is visible in a number of other seaside towns throughout the country and is not unique to Littlehampton. It was also felt that the often cluttered arrangement of planters, signs, telephone boxes and street furniture detracts from attractive historic buildings.

The new proposals for public realm aim to reflect the materials, colours and textures which characterise Littlehampton's fishing and boat building heritage and coastal environment in a well-crafted, subtle and contemporary way. This builds on the successful approach adopted at the recently completed East Bank riverside walkway, tailored to the town centre environment. This will offer cues to the pedestrian that the town centre forms a tangible link with the river and coast.

It is important that the way Littlehampton 'brands' itself is not too literal which can become outdated quickly. Therefore, the arrangement and use of trees, furniture, lighting and paving materials will be unique to Littlehampton, as well as being well-crafted and high quality. This collective identity will draw visitors through the town and can be appreciated from a distance as well as offering a richness in the detail. Importantly, this identity should help local businesses by encouraging people to spend longer in the town and move easily through the different areas.



REFLECTING LITTLEHAMPTON'S HISTORY



A COLOUR PALETTE TO REFLECT THE SEASIDE



TAMARISK TREES: A QUINTESSENTIAL SEASIDE TREE



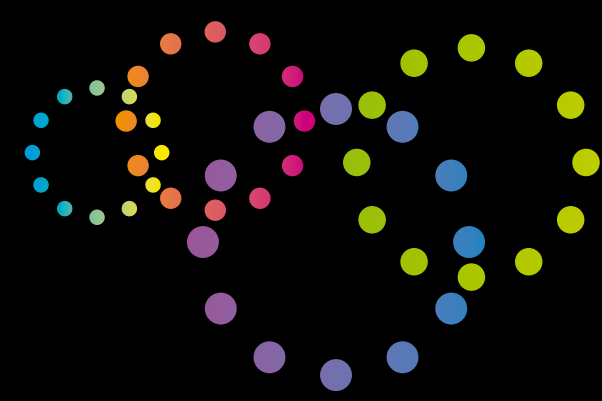
PAVING TO PROVIDE SUBTLE CUES OF THE SEASIDE



DETAILS REFLECT BOAT BUILDING & CRAFTSMANSHIP

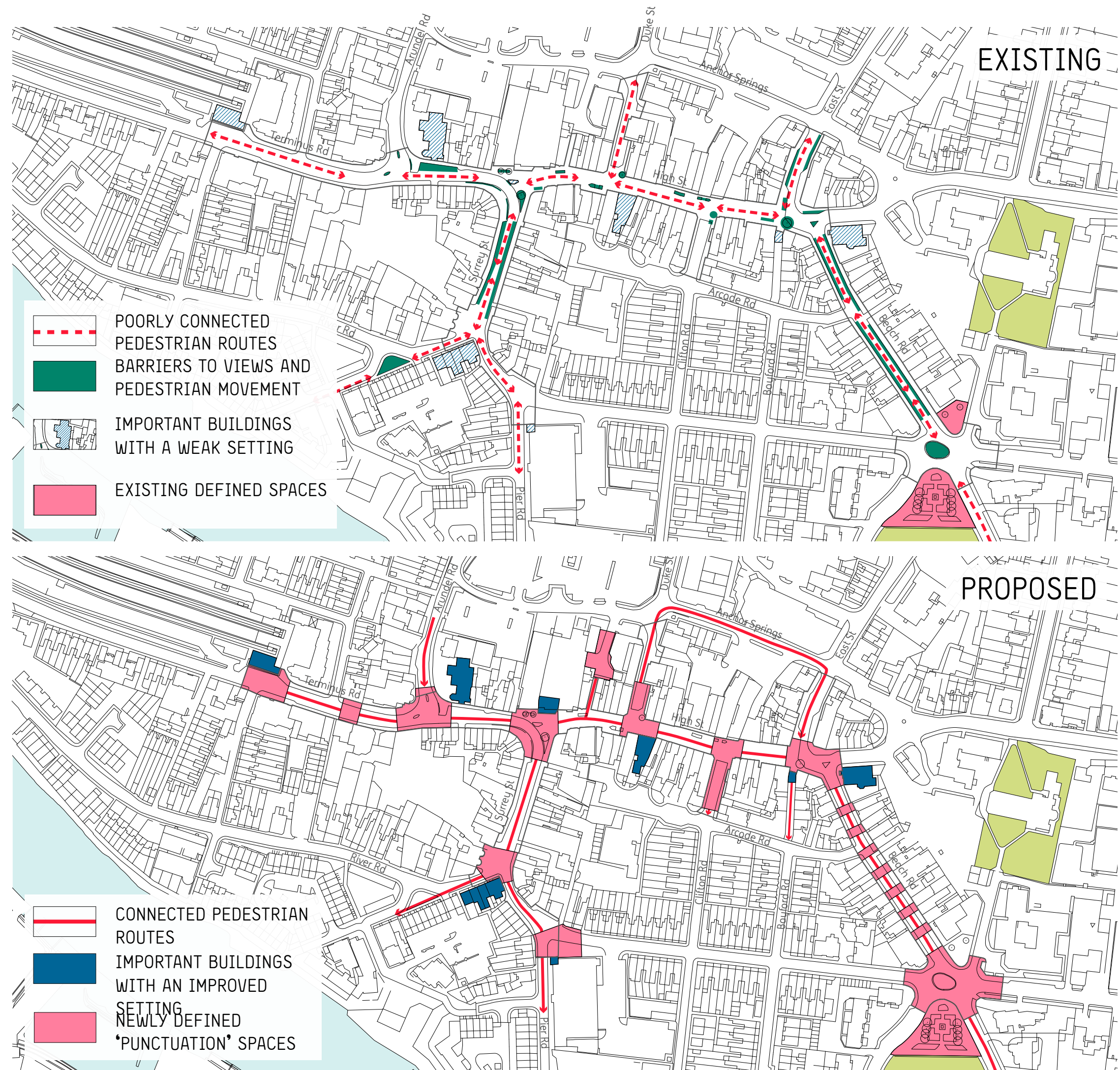


REFERENCING NATURAL PATTERNS TO PROVIDE A TIMELESS IDENTITY



2 Creating a Sequential Experience

- A crucial strand of the overarching design proposal is to improve legibility and to stitch the town centre together with a consistent and unified design language.
- Currently, as a pedestrian, the town centre provides confusing messages of how to get from one part to the next. Views are blocked and physical barriers obstruct the most obvious and direct routes.
- The design proposal aims to provide a series of ‘punctuation’ spaces, drawing the public through the town. Each space will be clearly visible and routes between them unhindered providing a sequence of well linked orientation points.

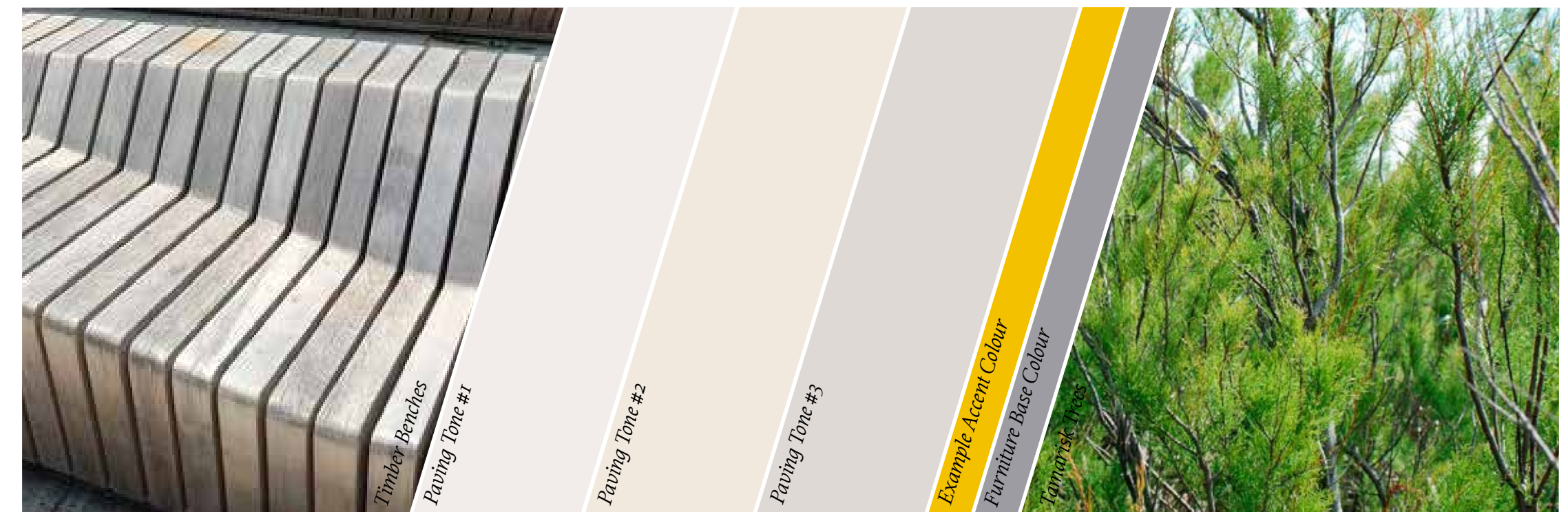


3 Less is More

- The public realm should not visually compete with the wealth of distinctive and varied architecture found within Littlehampton. It should provide an appropriate setting for historic buildings.
- The collection of elements within the street scene should provide a simple uncluttered arrangement that do not impede pedestrian movement.
- There should be a purposeful yet restrained use of colour accents from a carefully selected palette to reinforce character and to put emphasis on key locations or elements



UNCLUTTERED SIMPLICITY



RESTRAINED PALETTE OF COLOUR AND MATERIALS

4 Creating Spaces

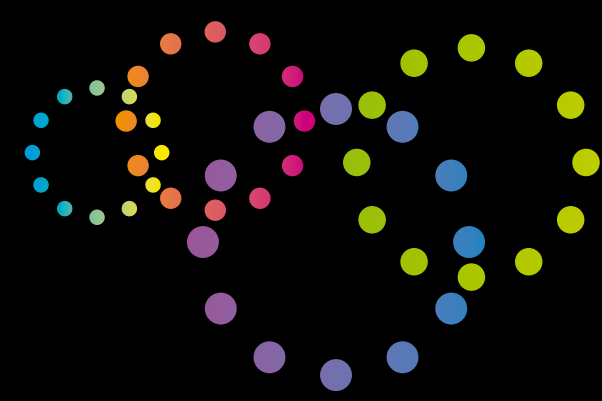
- Re-assigning under utilised space to create new public spaces for sitting in comfort, outside dining and town centre events.
- Encouraging people to spend longer in the town by creating attractive and comfortable spaces for both day and night.
- Spaces should have a clear role and consistent identity.



CREATING BEAUTIFUL SPACES TO STOP AND REST



PROVIDE NEW OPPORTUNITIES FOR COMFORTABLE SEATING



5 Celebrating the Arrival Experience

- First impressions count; the towns arrival points by road, rail and on foot need to perform better and work harder in setting the scene and improving the initial perception of Littlehampton.
- Arrival spaces should play a gateway role and welcome people in, creating a strong message of what to expect from the rest of the town.
- Use of clear and unified signage to orientate visitors and direct them into town.



EXISTING ROUTES INTO LITTLEHAMPTON

6 Slowing Traffic

- Our proposals provide messages to vehicle users that they are entering a pedestrian priority environment. Subtle cues such as narrowed vehicular space, raised tables/flush surfaces and pedestrian type materials on carriageways will encourage vehicle users to slow down and be more cautious.
- The design proposal will however provide clarity between pedestrian only areas and places where vehicles are allowed ensuring the town is safe for all.



CREATING POSITIVE AND WELCOMING GATEWAYS

7 A Special Shopping and Dining Experience

- Cafe, restaurant, pub and shop frontages should comprise a coordinated colour palette and a brand identity that allows for individuality but stitches the street scene together as a united family.
- Simple improvements such as painting and lighting could be made to the existing arcade to improve quality and reinforce this unique place as an attractive destination.
- There is an existing legacy of 'ghost signs' on blank facades and gable ends within the town, these depict the faded paintwork of old shop signs. This enduring identity could be strengthened by introducing new signs as part of a coordinated art strategy.



PRIORITISING PEDESTRIAN MOVEMENT OVER VEHICLE DOMINANCE



A COLLECTIVE IDENTITY TO FRONTAGES



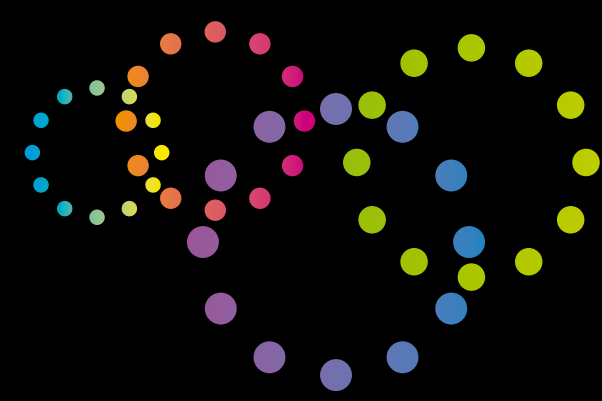
BREATHING LIFE INTO THE ARCADE



ARTS PROJECTS - NEW 'GHOST SIGNS' ON BLANK FACADES

LITTLEHAMPTON REGENERATION - TOWN CENTRE PUBLIC REALM

6. EMERGING ILLUSTRATIVE DESIGN PLAN



- 1. Littlehampton Train Station:** New identity to arrival at Littlehampton. Taxi rank moved westwards to create a new arrival space with seating, lighting and tree planting.
- 2. Arundel Road Roundabout:** New raised and paved crossings to infer pedestrian priority. Parking rationalised and pavements widened to create new pocket plaza outside the United Church. New seating, lighting and tree planting.
- 3. The High Street:** A beautifully simple street at the heart of Littlehampton, with a de-cluttered street scene and new high quality materials and furniture. New clusters of special seating and tamarisk trees provide shoppers a place to stop and sit. Historic sight lines along the High Street to St. Mary's Church are reinstated to draw people into the town.

- 4. The Arcade:** Refurbished to its former glory. Outside new seating and tamarisk trees provide an improved and more visible setting for the Arcade. New raised and paved crossings to infer pedestrian priority along with widened pavements.
- 5. Beach Road Roundabout:** New raised and paved crossings to infer pedestrian priority. Pavement space is maximised and sight lines to the War Memorial and along Beach Road are improved. New pocket plaza with seating and planting.



EXISTING VIEW LOOKING EAST DOWN HIGH ST

1. Utilitarian lighting (poor quality)
2. Attractive trees
3. Planters, railings, posts and bins block pedestrian movement on main pavement and add visual clutter
4. Painted chevrons visually detract
5. CCTV posts and drink awareness signage infers a negative impression of the town and blocks pedestrians
6. Clock tower blocks key views down the high street to welcome the visitor
7. Blank façade
8. Attractive historic building at the Dolphin Hotel
9. Pedestrian guardrail outdated mode of traffic/pedestrian management. Infers vehicular not pedestrian priority

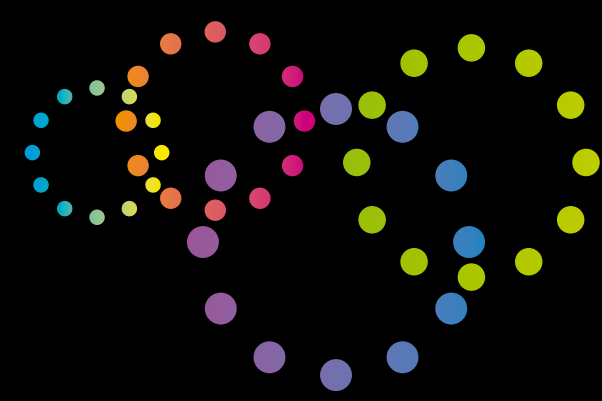


PROPOSED VIEW LOOKING EAST DOWN HIGH ST

1. New identity achieved through specially designed seats, tree grilles, paving, tamarisk trees and timber lighting columns. Subtle coastal theme.
2. Existing street clutter removed
3. Pavements widened and roadway reduced in width and paved; guardrails removed to infer pedestrian priority.
4. CCTV relocated to buildings (if possible)
5. Clock tower removed to reinstate historic sight lines along High Street to St. Mary's Church and draw people into the town.
6. 'Ghost sign' artwork on blank façade
7. Monolith and finger post signs to aid orientation.

LITTLEHAMPTON REGENERATION - TOWN CENTRE PUBLIC REALM

7. PROPOSED MATERIALS & STREET FURNITURE



Bespoke Seating



Fish scale patterning



Organic shapes (unique identity)



Integrated Lighting



Bespoke Tree Grille- fish scale patterning



Paving pattern- changing intensity (seaside colour accents)



Cycle Stands



Timber Lighting Columns



Litter Bins



Tamarisk trees



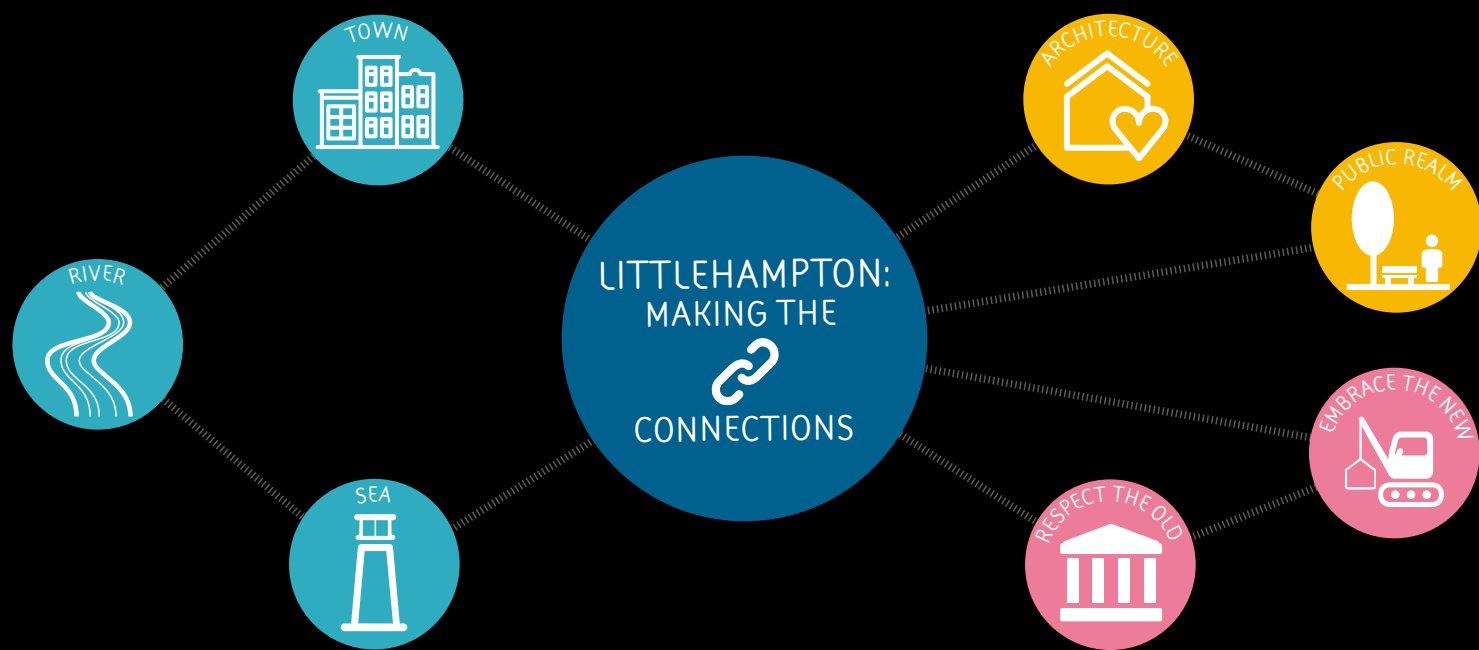
Tamarisk trees

What Happens Next?

Following consultation all feedback will be collated and the design proposals amended to reflect the comments made. The revised design plans will be presented to the Littlehampton Regeneration Sub-Committee on 6th July 2016 (a committee of Arun District Council, Elected Members). This will enable the committee to consider the proposals and agree recommendations. These recommendations will then be considered further by Arun's 'Full Council' before a final decision can be made on the project. Should the detailed designs be supported by the Council it will then assist Officers when applying for external funding to help deliver the scheme.

When Will The Project Be Delivered?

The delivery of the project is dependent on whether the Council can secure external funding. Without detailed designs in place, opportunities to secure external funding to deliver the project may not be possible.



AGENDA ITEM NO. 9**ARUN DISTRICT COUNCIL****REPORT TO AND DECISION OF CABINET
ON 4 MARCH 2019****PART A : REPORT**

SUBJECT: Housing Revenue Account Business Plan Update 2019/20
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REPORT AUTHOR: Satnam Kaur, Group Head of Residential Services

DATE: 11 February 2019

EXTN: 37718

PORTFOLIO AREA: Residential Services

EXECUTIVE SUMMARY:

This report provides the annual update on the baseline position for the Housing Revenue Account Business Plan (HRABP) projections. The HRABP forecasts income, expenditure, investment and borrowing in respect of Council housing over a 30 year period. It is not the approved budget, but will inform it.

The update has been produced by our retained expert consultant; Housing Finance Associates and is based entirely on inputs that have been provided by the Council. The forecasts assume a change in Council policy to enable borrowing.

RECOMMENDATIONS:

Cabinet is asked to Recommend to Full Council:

- (1) To approve the updated Housing Revenue Account Business Plan 2019/20.

Cabinet is also requested to note:

- 1) The additional capital expenditure and likely borrowing required in respect of developing/acquiring new homes, investment in existing stock and compliance work; and
- 2) The scope for using additional Housing Revenue Account borrowing is included within the Authority's Capital Strategy; Treasury Management Strategy and Annual Investment Strategy.

1. BACKGROUND:

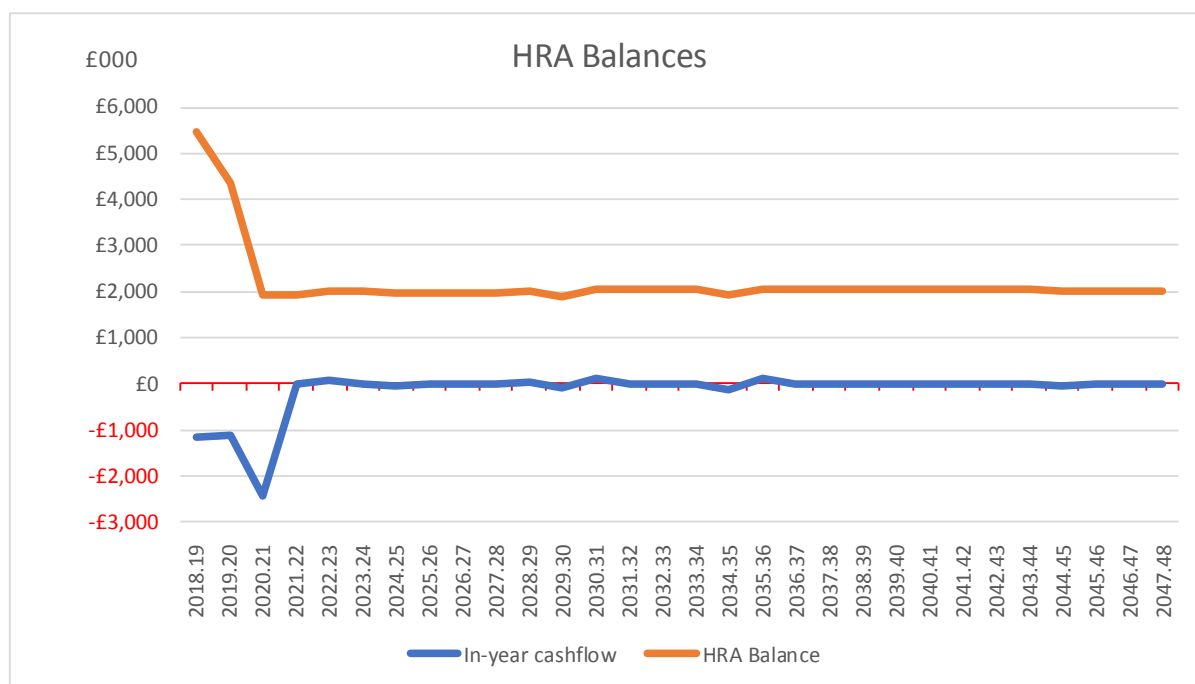
1.1 The HRABP 2017-2027 was approved by Full Council in September 2017. The primary objectives of the plan are:

1. Increasing the housing stock
2. Ensuring housing assets are fit for purpose
3. Maximising income and making the best use of available resources

- 1.2 In its previous iteration the HRABP provided for 250 homes to be built/acquired over a 10 year period while retaining some capital headroom. The forecast at the time was prudent due to the absence of stock condition data to inform the capital programme.
- 1.3 Since the last forecast the HRA borrowing debt cap has been lifted, we now have a completed stock condition survey which provides detailed information on the condition of our stock and we have developed a pipeline of schemes for developing and acquiring additional council homes. This improved information is reflected in the revised forecasts for 2019/20 onwards.
- 1.4 The stock condition information relates to investment required over the longer term. Based on this information it has led to a substantial increase in the levels of investment than was previously assumed in the plan.
- 1.5 For the purposes of showing the sustainability of the plan over the 30 year forecast period, the projections assume that we repay any new debt as quickly as possible. However, in reality the actual approach we take will be determined by the conditions that apply when loans are taken out by taking a risk based approach.

1.6 Baseline Revenue Forecast

- 1.6.1 The chart below shows our ability to maintain a minimum level of balances (£2 million) during the 30 year period covered by the forecast

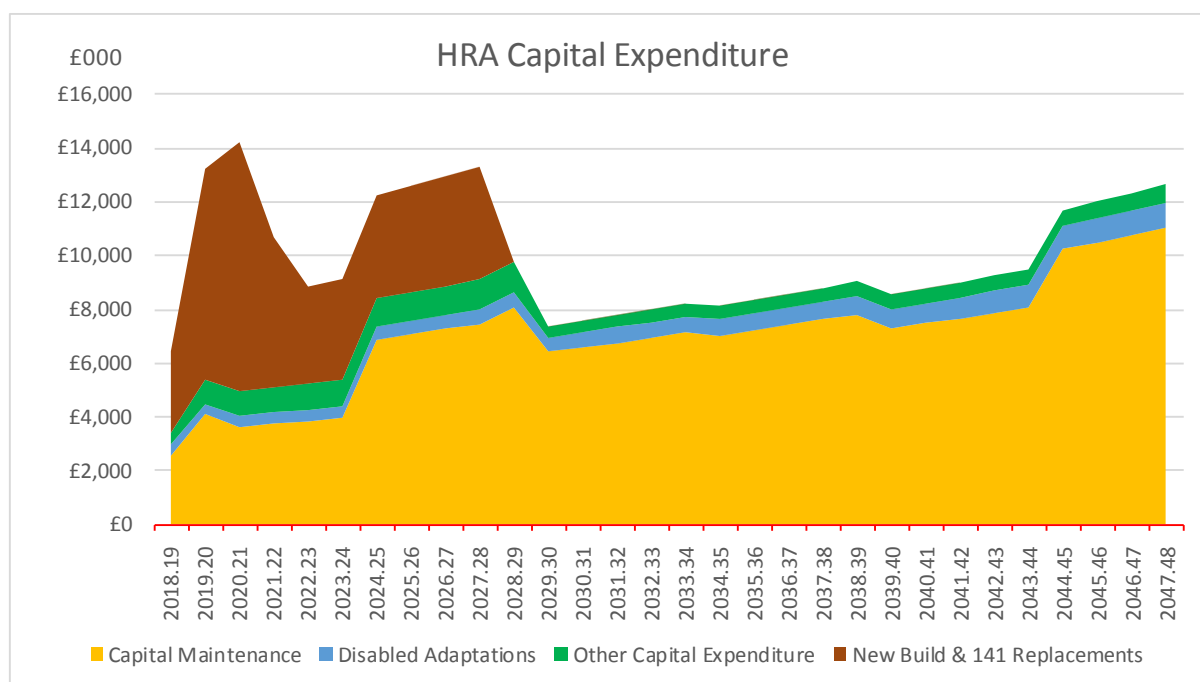


- 1.6.2 The blue line represents the in-year movement in HRA balances, while the orange line forecasts the accumulated balance at the end of each year.

- 1.6.3 As illustrated we can maintain our minimum HRA Balance of £2m throughout the forecast. During the first three years we utilise balances above the minimum level to help repay debt and pay for the HRA capital programme. This reduces balances to the minimum level from year 4. Any capacity we have for generating additional balances during the forecast is used to finance the capital programme or to repay debt, which means that balances continue to be maintained at the minimum level for the rest of the planning period.

1.7 Base line capital programme

1.7.1 The next chart for the baseline shows our ability to deliver the HRA capital programme within the available resources. This chart shows the capital expenditure required each year, identifying the main types of expenditure separately:



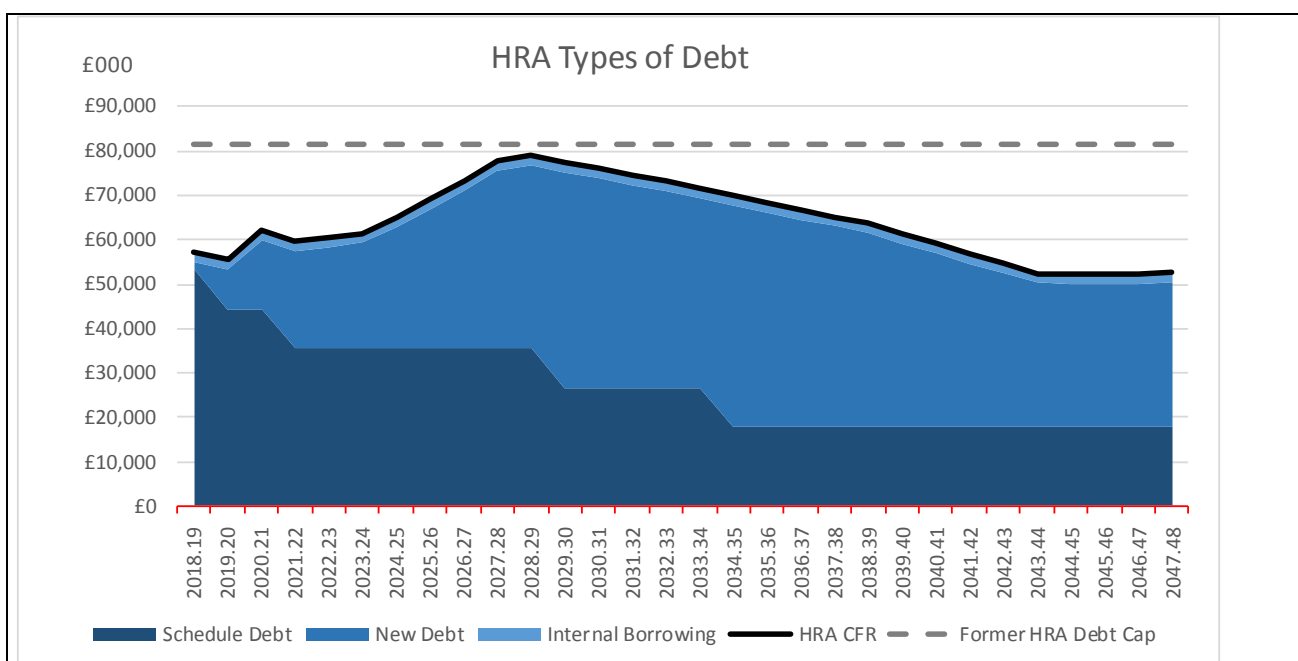
1.7.2 The baseline position allows for the addition of 170 properties over the first four years, based on our completed and pipeline schemes. Expenditure on these units shows as the brown area of the graph.

1.7.3 The programme also allows for expenditure on new dwellings to continue after year 4 in line with the assumptions made in the previous business plan forecast. This permits a further 105 dwellings to be provided between 2022/23 and 2028/29. It also includes provision for £6m to be spent on sheltered schemes between 2019/20 and 2028/29, which forms part of the green area in the above chart.

1.7.4 We can finance this capital programme fully from a combination of the resources that are available to the HRA, plus additional borrowing. This means that the baseline levels of capital investment are affordable and fully financed throughout the planning period.

1.8 Base line debt profile

1.8.1 The next chart forecasts movements in the level of HRA debt during the planning period (black line), showing the types of borrowing held. For the purposes of illustration, this chart also shows the level of the £81.630m former limit on HRA borrowing, which was abolished in October 2018 (dashed line)



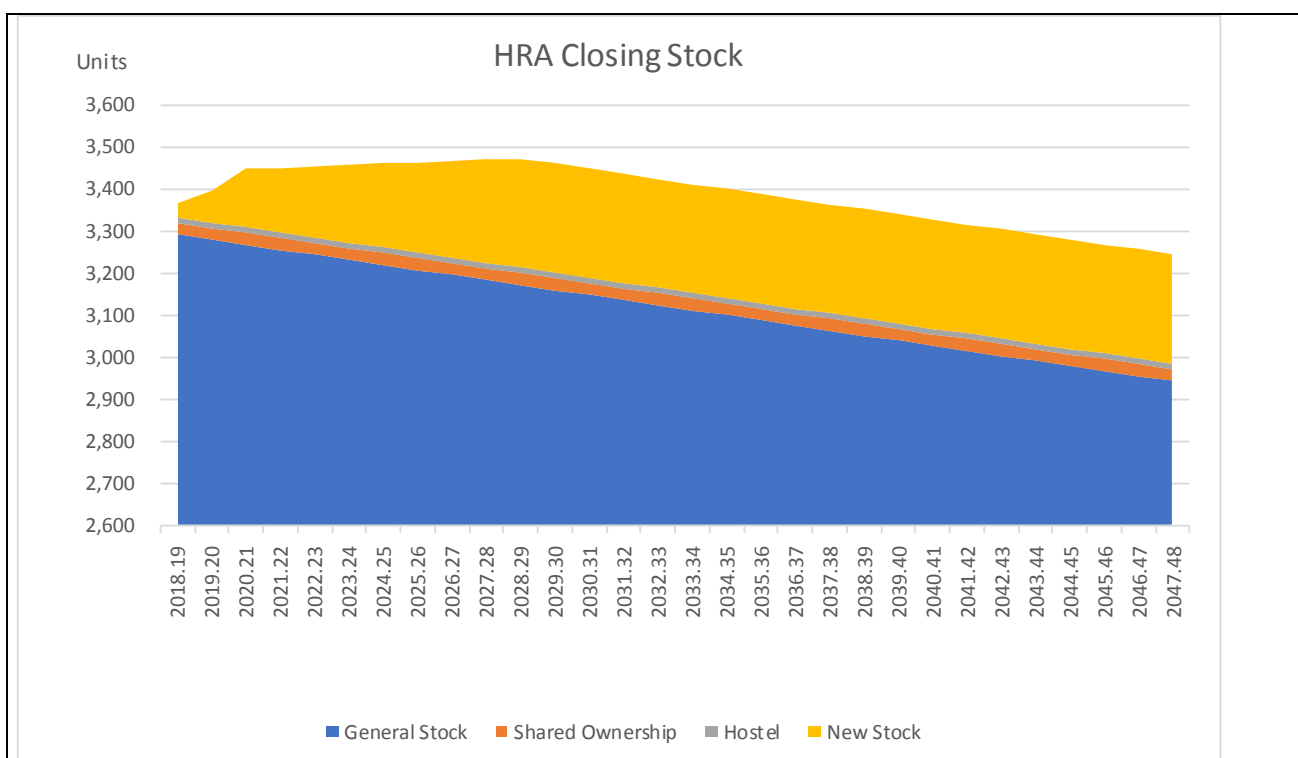
1.8.2 The additional expenditure included in the capital programme means that we have to borrow during the early years of the forecast. HRA debt peaks at £78.872m in 2028/29, but remains below the £81.630m limit set by the (now abolished) HRA debt cap that was previously set by Government.

1.8.3 Revenue resources generated by the baseline position mean that we could start to repay debt after year 11. If we were to seek to repay debt as quickly as possible we would be able to reduce the amount of debt outstanding by the end of the 30 year period debt from its peak level to £52.702m. Of this, £17.720m (one third) relates to existing loans, which are not due to be repaid until after 30 years, £2.221m relates to existing internal borrowing, and £32.761m (the majority) is from additional borrowing undertaken to deliver the baseline capital programme. The ability to repay debt reduces in the last few years of the programme as a result of a peak in capital maintenance for the existing stock, which would need to be financed by borrowing unless other resources are made available.

1.8.4 Members should note that the optimised debt profile shown here is purely illustrative, and designed to show the capacity of the HRA to maintain and repay the borrowing required under the baseline assumptions. The actual profile of borrowing and repayment will depend on treasury decisions taken at the time the additional loans are required.

1.9 Base Line Council Housing Stock Numbers

1.9.1 The final baseline chart shows the expected movement in stock numbers, based on current assumptions for sales, plus the development or acquisition of new units:



1.10 Summary

- 1.10.1 The baseline position for the HRA reflects the best available information on the need to spend on council housing for the foreseeable future. The level of investment required in the existing stock of council homes, along with our aspirations to develop and build new homes while regenerating sheltered stock, means that we will need to take out additional borrowing to help finance the work required. Borrowing at the levels shown in this report means that we can meet our existing plans for investment and new build, while increasing stock over the medium term.
- 1.10.2 We can also cover the costs of maintaining and repaying the additional debt required within the resources projected for the HRA, which makes the forecast presented above financially sustainable. After the initial period of borrowing the HRA has the financial capacity to reduce the total level of debt to below current levels by the end of the 30 year planning period.
- 1.10.3 Delivery of the baseline position is dependent on making permanent savings in the costs of revenue repairs and maintenance as a result of making the transition to a capital investment programme that is led by asset management considerations.
- 1.10.4 If we were to limit the availability of borrowing to finance the HRA capital programme, this would severely restrict our ability to update and renew our stock, running the risk of significant underinvestment in the existing stock and potentially breaching our health and safety obligations as a social housing landlord.
- 1.10.5 An alternative scenario, in which the Council does not permit the use of borrowing to help pay for capital maintenance and other HRA capital expenditure, in addition to the provision of new homes has been tested. Under this scenario, the HRA is only able to pay for all of the works required for the first ten years of the forecast, after which there is an increasing shortfall in the available funding.

1.10.6 As an alternative to borrowing, the Council could improve the position of the HRA and reduce reliance on debt by making additional capital resources available to pay for the HRA capital programme. These resources might include:

- “allowable debt” and “LA share” receipts from the sale of dwellings under the right to buy, which are currently received by the council and allocated to non-HRA projects
- receipts from the disposal of other council assets. These could be additional sales of HRA dwellings on the open market, or proceeds from the disposal of non-HRA assets
- external funding streams, such as grant and S106 contributions, where these are available.

1.10.7 Any changes in the allocation of capital resources to support investment by the HRA may require the Council to change its policy on the use of capital receipts. Redirecting capital receipts towards investment in council housing may mean that there are fewer resources available to the council for supporting investment in non-HRA assets and services.

2. PROPOSAL(S):

2.1 The Council reviews its policy towards the use of borrowing by the HRA, so that borrowing can also be used to help pay for capital expenditure that is required to meet health and safety standards and to keep the housing stock in good repair and fit for purpose.

2.2 The scope for using additional HRA borrowing is included within the Council’s Capital Strategy, Treasury Management Strategy and Annual Investment Strategy, and that the authority’s treasury and prudential limits are adjusted accordingly

3. OPTIONS:

3.1 Approve the updated HRABP 2019/20

3.2 Not to approve the updated HRABP. However, this is not considered to be a viable option as it will result in the Council not being able to invest in its stock as required or meet its obligations as a Landlord in respect of Health & Safety.

3.3 In addition to permitting the use of borrowing to help pay for the capital expenditure required for the housing stock, we could consider the allocation of additional capital resources to the HRA (for example, capital receipts that are currently used to pay for non-HRA capital projects). This would help to reduce the amount of borrowing required by the HRA, but would impact on the level of resources available for non-HRA capital projects.

4. CONSULTATION:

4.1 The new plan has been developed in consultation with the Director of Services, Group Head of Residential Services and the Cabinet Member for Residential Services.

Has consultation been undertaken with:	YES	NO
Relevant Town/Parish Council		NO

Relevant District Ward Councillors		NO
Other groups/persons (please specify)	YES (please see 4.1 above)	
5. ARE THERE ANY IMPLICATIONS IN RELATION TO THE FOLLOWING COUNCIL POLICIES: (Explain in more detail at 6 below)	YES	NO
Financial	YES	
Legal		NO
Human Rights/Equality Impact Assessment		NO
Community Safety including Section 17 of Crime & Disorder Act		NO
Sustainability		NO
Asset Management/Property/Land		NO
Technology		NO
Other (please explain)		
6. IMPLICATIONS: 6.1 This is a new approach in relation to the use of borrowing to invest in existing stock, new acquisitions and ensuring compliance in relation to health and safety. 6.2 Commentary from the Head of Corporate Support: The HRA capital budget for 2019/20 fully reflects the first year of the enhanced programme identified by the stock condition survey. The additional resources have been included in the capital budget 2019/20 to provide the flexibility required. As highlighted in the budget report, this will result in a significant reduction in the HRA balance at the end of 2019/20. The Council has historically through custom and practice made a distinction between cyclical maintenance, funded from revenue contributions or the Major Repairs Reserve, and capital expenditure on stock acquisition for which borrowing may be utilised. One of the reasons for this is that stock acquisition increases the Council's asset base and generates additional rental income to alleviate the impact of loan servicing costs. This is not the case with cyclical maintenance. The HRA business plan model uses different assumptions as detailed in the report. It is therefore crucial that a detailed 3 year capital budget is produced and assessed for affordability. The Council's prudential indicators can then be reassessed and adjusted accordingly. It should be noted that all available capital receipts were applied at the end of 2017/18 to fund General Fund Housing and Regeneration schemes like the Littlehampton Wave. Future receipts are earmarked for the Pavilion Park in Bognor to which the Council has committed itself and which still remains to be financed.		

7. REASON FOR THE DECISION:

7.1 To ensure that the HRA is able to deliver the long term investment requirements that have been identified through the updated HRABP plan forecast

8. EFFECTIVE DATE OF THE DECISION: 13 March 2019**9. BACKGROUND PAPERS:**

Cabinet Report HRA Business Plan Update July 2017

AGENDA ITEM NO. 10**ARUN DISTRICT COUNCIL****REPORT TO AND DECISION OF CABINET
ON 4 MARCH 2019****PART A : REPORT****SUBJECT: Rent Setting Policy 2019/20****REPORT AUTHOR:** Satnam Kaur , Group Head of Residential Services
DATE: January 2019
EXTN: 37718
PORTFOLIO AREA: Residential Services**EXECUTIVE SUMMARY:**

The Rent Setting policy provides clear guidance and consistency in Arun District Council's rent setting arrangements.

Cabinet is asked to approve the Rent Setting Policy 2019/20.

1. RECOMMENDATIONS:

1.1 It is RECOMMENDED to Cabinet :

- a) Any Council owned properties held in the HRA (general needs, sheltered) that are re-let on new tenancies will be let at formula rent.
- b) Temporary accommodation will be let at Local Housing Allowance levels.
- c) Acquisitions from the open market will be set at either formula rent or up to 80 per cent of market rent (affordable rent).
- d) Shared Ownership properties sold on the open market will be subject to formula rent charges upon change of ownership.
- e) New build properties held within the HRA will be set at either formula rent or up to 80 per cent of market rent (affordable rent).
- f) Mutual exchanges, assignments and successions are not new tenancies and as such are not subject to rent changes on amendment.
- g) Note the recommendations approved at the Special meeting of the Council held on 20 February 2019 in respect of existing rents be subject to an annual one per cent rent reduction as set out in the Welfare Reform and Work Act 2016 and a 5 per cent uplift in garage rents for 2019-20.

2. BACKGROUND:

- 2.1 In February 2018 Cabinet approved a new rent setting policy that detailed the rent setting for each type of accommodation which the Council owns and manages via the Housing Revenue Account (HRA) and temporary accommodation held in the General fund.
- 2.2 This 2019/20 policy is an extension of the principles applied in 2018/19 namely that for all relets, formula rents will be used as the baseline rent calculation in order to maximise income. Prior to 2018/19 non formula rents were being used which did not allow for income maximisation.
- 2.3 In July 2015 the Government announced that rents in social housing would be reduced by 1 per cent a year for four years, with effect from April 2016. This will result in a 12 per cent reduction, in real terms, in average rents by 2020-21, based on an assumed inflation rate of 2 per cent. Garage rents and service charges fall outside the scope of the 1 per cent reduction.
- 2.4 This national rent setting policy has resulted in a significant reduction in the level of financial resources available for housing investment. Prior to the rent reduction of 1 per cent per annum for four years being implemented Arun District Council's HRA Business Plan was based on an assumed annual rent increase of 2 per cent per annum. The net rent loss of 3 per cent per annum (from a 2 per cent increase to a 1 per cent reduction) will lead to a total loss of rental income of £4.7million over the four year period.
- 2.7 In October 2017, the Government announced that social housing rents will rise by the consumer price index plus 1 per cent from 2020 to 2025.

3. PROPOSAL(S)

- 3.1 It is proposed that the Rent Setting Policy for 2019-20 as set out above is approved.

4. OPTIONS:

- 4.1 To approve the Rent Setting Policy 2019-20.
- 4.2 Not to approve the Rent Setting Policy 2019-20. However, this will not enable the Council to comply with requirements of the Welfare Reform and Work Act 2016 nor maximise income in accordance with the HRA Business Plan 2017-2027.

5. CONSULTATION:

Has consultation been undertaken with:	YES	NO
Relevant Town/Parish Council		✓
Relevant District Ward Councillors		✓
Other groups/persons:	✓	
Cabinet Member for Residential Services		
6. ARE THERE ANY IMPLICATIONS IN RELATION TO THE FOLLOWING COUNCIL POLICIES: (Explain in more detail at 6 below)	YES	NO
Financial	✓	

Legal	✓	
Human Rights/Equality Impact Assessment	✓	
Community Safety including Section 17 of Crime & Disorder Act	✓	
Sustainability	✓	
Asset Management/Property/Land	✓	
Technology		✓
Safeguarding		✓
7. IMPLICATIONS:		
7.1 An Equality Impact assessment has been completed and is attached to the background papers.		
8. REASON FOR THE DECISION:		
8.1 The Rent Setting Policy harmonises and provides clear guidance in our rent setting arrangements.		
9. EFFECTIVE DATE OF THE DECISION: 13 March 2019		
10. BACKGROUND PAPERS:		
Rent Setting Policy 2019-20		



Arun District Council

Rent Setting Policy

2019-20

Due for review December 2019



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1. **Purpose**

- 1.1 The purpose of this policy is to provide clear guidance, transparency and consistency in Arun District Council's rent setting arrangements. It sets out a unified approach to rent setting, clarifying the rent setting for each type of accommodation which the Council owns and manages via the Housing Revenue Account (HRA) and temporary accommodation held in the general fund.

2 **Policy Statement, Aims & Objectives**

- 2.1 This policy sets out how Arun District Council will set rents, ensuring compliance with the rent reduction provisions contained within the Welfare Reform and Work Act 2016.
- 2.2 The policy supports the 20:20 Vision both in terms of 'delivering the best we can afford' and 'supporting those who need our help'.
- 2.3 It also supports the objectives in the Housing Revenue Account Business Plan 2017-2027 in maximising income and making best use of resources.

3. **Background**

- 3.1 Rent restructuring was introduced in 2002. It was an attempt to develop a fairer system of affordable rents in the social housing sector and to end the inconsistency in rents being charged by different landlords for similar properties in a similar locality.
- 3.2 In July 2015 the Government announced that rents in social housing would be reduced by 1 per cent a year for four years, with effect from April 2016 resulting in a 12 per cent reduction, in real terms, in average rents by 2020-21, based on an assumed inflation rate of 2 per cent. Garage rents and service charges fall outside the scope of 1 per cent reduction.
- 3.3 The current national rent setting policy has resulted in a significant reduction in the level of financial resources available for housing investment. Prior to the rent reduction of 1 per cent per annum for four years being implemented the HRA Business Plan was based on an assumed annual rent increase of 2 per cent per annum. The net rent loss of 3 per cent per annum (from a 2 per cent increase to a 1 per cent reduction) will lead to a total loss of rental income of £4.7million over the four year period.
- 3.4 In October 2017, the Government announced that social housing rents will rise by the consumer price index plus 1 per cent from 2020 to 2025.

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4. Rent Setting 2019-20

- 4.1 Existing rents will have an annual 1 per cent rent reduction as set out in the Welfare Reform and Work Act 2016.
- 4.2 Any Council owned properties held in the HRA (general needs, sheltered) that are re-let on new tenancies will be let at formula rent.
- 4.3 Temporary accommodation will be let at Local Housing Allowance levels.
- 4.4 Acquisitions from the open market will be set at either formula rent or up to 80 per cent of market rent (affordable rent).
- 4.5 Shared Ownership properties sold on the open market will be subject to formula rent charges upon change of ownership.
- 4.6 New build properties held within the HRA will be set at either formula rent or up to 80 per cent of market rent (affordable rent).
- 4.7 Mutual exchanges, assignments and successions are not new tenancies and as such are not subject to rent changes on amendment.
- 4.8 Garage rents will be subject to a 5 per cent uplift.

5. Equalities Impact Assessment

- 5.1 An equalities impact assessment has been carried out in relation to this policy and is attached at Appendix 1

6.0 Policy Review

- 6.1 This policy will be reviewed annually or sooner if there is a relevant change in legislation.

AGENDA ITEM NO. 11**ARUN DISTRICT COUNCIL****REPORT TO AND DECISION OF CABINET
ON 4 MARCH 2019****PART A : REPORT**

SUBJECT: Procurement of Software for the administration of Revenues and Benefits

REPORT AUTHOR: Satnam Kaur – Group Head of Residential Services Andy Dale – Revenues and Benefit Manager
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DATE: 29.01.2019

EXTN: 37718

PORTFOLIO AREA: Residential Services

EXECUTIVE SUMMARY:

Cabinet is asked to approve the granting of a Contract in excess of £1.3m over a 5 year term.

RECOMMENDATIONS:

Cabinet is requested to

1. Award the contract for software licences, hosting and maintenance of an integrated revenues, benefits, document management, workflow and self-service IT solution to Northgate Public Services from 1 April 2019;
2. Approve the virement of £300k from the Revenues and Benefits Reserve; and
3. Note the virement of £141k from the Corporate Underspend in 2018/19.

1. BACKGROUND:

The Council has been using the Northgate (Northgate Public Services) IT system for the collection, administration and recovery of revenues (Council Tax and NNDR) and the management and payment of benefits (Housing and Council Tax) since 2004.

This system / supplier is recognised as one of the market leaders, if not the lead supplier in the field and over the years they have developed additional modules that provide improved functionality and efficiencies (including customer self-service) however due to contract uncertainty historically we have not taken these modules.

We have now reached a point in the contract life-cycle where we need to formalise a new contract. Having reviewed the market, assessed the new modules available and the additional work required to change suppliers (including risks, loss of productivity and incurring significant costs) it is felt entering into a new contract with Northgate Public Services is the most economically advantageous solution. Simultaneously it gives us the opportunity to implement cloud hosting and include additional modules, integrated document management system and customer self-service. This approach will enhance customer access to our services and provide the Council with the opportunity to generate savings.

An award of a single supplier contract of this amount should be in compliance with Contract Standing Orders. The contract is to be awarded without prior publication of an OJEU notice and formal competition process. To mitigate any potential challenge the Council published a voluntary ex ante transparency notice (VEAT Notice) in the OJEU (Official Journal of the European Union) on the 9th January 2019 outlining its intention to enter into the contract with Northgate. The minimum 10 calendar days from the day following the date of publication has passed without any challenge for an ineffective contract (the aim being to allow a suitable period for challenge of the direct contract award).

2. PROPOSAL(S):

Enter into a contract with Northgate Public Services for the provision of a cloud hosted and integrated revenue, benefits, document management and self-service solution for an initial period of five years.

The cost of the Revenues and Benefit IT project (including implementation team) is up to £595k. The cost can be funded from a £300k contribution from the Revenues and Benefits Earmarked Reserve (set up for this purpose); £100k from the Contingency Budget 2019/20; and a contribution of £141k from the Corporate Underspend in 2018/19. It should be noted that the project will result in significant annual efficiency savings from 2020/21, with a payback of approximately 5 years and an improved service to our customers.

3. OPTIONS:

A) To award the tender to Northgate Public Services

B) Not to award the contract

4. CONSULTATION:

Has consultation been undertaken with:	YES	NO
Relevant Town/Parish Council		✓
Relevant District Ward Councillors		✓
Other groups/persons (please specify)		✓
5. ARE THERE ANY IMPLICATIONS IN RELATION TO THE FOLLOWING COUNCIL POLICIES:	YES	NO

(Explain in more detail at 6 below)		
Financial	✓	
Legal	✓	
Human Rights/Equality Impact Assessment		✓
Community Safety including Section 17 of Crime & Disorder Act		✓
Sustainability		✓
Asset Management/Property/Land		✓
Technology	✓	
Other (please explain)		

6. IMPLICATIONS:

Financial: The budget for the project has been identified. Failure to award the contract places the Council at significant financial risk of failure to collect Council Tax, NNDR and to administer Housing Benefit and Council Tax support.

Legal: The potential for challenge to the award of this contract has been mitigated by the publication of the VEAT Notice.

7. REASON FOR THE DECISION:

The award of contracts requires Cabinet approval.

8. EFFECTIVE DATE OF THE DECISION: 13 March 2019**9. BACKGROUND PAPERS:**

None

AGENDA ITEM NO. 12**ARUN DISTRICT COUNCIL****REPORT TO AND DECISION OF CABINET
ON 4 MARCH 2019****PART A : REPORT****SUBJECT: Loan to Credit Union****REPORT AUTHOR:** Carolin Martlew, Financial Services Manager**DATE:** 31 January 2019**EXTN:** 37568**PORTFOLIO AREA:** Corporate Support**EXECUTIVE SUMMARY:**

The Credit Union (Boom) is planning to increase its capital base in order to expand its lending. The Council already has £25k invested in the Credit Union in the form of an interest free loan. The report request that the current loan is extended for a further 10 years and to make an additional loan to the Credit Union of £25k to enable the Credit Union to utilise the entire loans as regulatory capital.

RECOMMENDATIONS:

Cabinet is requested to approve:

- i. the extension of the existing interest free loan to the Credit Union by up to 10 years; and
- ii. a further loan to the Credit Union of £25k for a period of 10 years.

1. BACKGROUND:

Boom Credit Union was created by a merger of SurreySave and West Sussex Credit Union in September 2016. The Credit Union provides banking services to all who live or work in West Sussex, Surrey and Kingston. The Credit Union (Boom) provides a range of accessible and affordable financial services aimed at tackling financial exclusions. The Council made an initial interest free loan of £25k to the Credit Union in 2009 for a period of 5 years. The credit union has been very successful and the loan period has already been extended and is due to expire in 2024.

2. PROPOSAL(S):

The current interest free loan to the Credit Union is due to expire on 23 September 2024. It takes the form of a Subordinated Loan which would require the Credit Union to 'ring-fence' 20% each year from 2019. The extension of the loan for a period of up to 10 years would free up the entire loan as regulatory capital.

The Credit Union is aiming to raise £500k in regulatory capital in order to meet its objectives as demand for loans is exceeding £1M on a monthly basis. The approval of an additional interest free loan of £25k for a 10 year period in addition to the extension of the existing loan would significantly help the Credit Union achieve its objectives.

The Credit Union helped 132 members in the Arun District alone by lending £221k (206 and £241k previous year) to those who may otherwise turn to high interest lenders or loan sharks in 2018.

3. OPTIONS:

1. **Extend the period of the existing £25k interest free loan to the Credit Union by 10 years and make an additional interest free loan of £25k for a period of 10 years (preferred option)**
2. Extend the period of the existing £25k interest free loan to the Credit Union by 10 years (and not make a further loan);
3. Not to change to the existing arrangement (Not to extend the period of existing loan and not make an additional loan)

4. CONSULTATION:

Has consultation been undertaken with:	YES	NO
Relevant Town/Parish Council		
Relevant District Ward Councillors		
Other groups/persons (please specify)		
5. ARE THERE ANY IMPLICATIONS IN RELATION TO THE FOLLOWING COUNCIL POLICIES: (Explain in more detail at 6 below)	YES	NO
Financial	✓	
Legal		
Human Rights/Equality Impact Assessment		
Community Safety including Section 17 of Crime & Disorder Act		
Sustainability		
Asset Management/Property/Land		
Technology		
Other (please explain)		

6. IMPLICATIONS:

The extension of the interest free loan and the approval of an additional loan will provide Regulatory Capital for the Credit Union.

7. REASON FOR THE DECISION:

To enable the Council to extend the period of the existing loan and make a further loan of £25k enabling the Credit Union extend its activities to help tackle financial exclusion. This supports the Council's Corporate Plan theme if your family need help – supporting people in our district who need our help.

8. EFFECTIVE DATE OF THE DECISION: 13 March 2019**9. BACKGROUND PAPERS:**

None

AGENDA ITEM NO. 13**ARUN DISTRICT COUNCIL****REPORT TO AND DECISION OF CABINET
ON 4 March 2019****PART A : REPORT****SUBJECT:** Judicial Review at “Land South of Summer Lane and West of Pagham Road, Pagham”**REPORT AUTHOR:** Claire Potts, Strategic Development Team Leader**DATE:** 31 January 2019**EXTN:** x 37698**PORTFOLIO AREA:** Planning**EXECUTIVE SUMMARY:**

An application for Judicial Review (JR) of the decision by Arun District Council to grant outline planning application for “a mixed use development comprising of up to 400 dwellings, a care home, a Local Centre comprising up to 2000sqm of A1/A2/A3/D1/sui generis floorspace, provision of land for a 1FE primary school (with sufficient space to ensure that it is expandable to 2FE), provision of land for a scout hut, safeguarding of land to help link the site to the Pagham Harbour Cycle Route & other community uses including public open space & allotments with some matters reserved” on Land South of Summer Lane and West of Pagham Road, Pagham, (reference P/140/16/OUT) has been filed by Pagham Parish Council.

If the application for the JR to be heard is allowed and the Council considers that it is expedient to defend the JR, legal support will be required. Should the Claimant be successful the Council will automatically be liable to pay their costs associated with the JR.

This report seeks approval to a supplementary estimate of up to £105,000 to cover costs of defending this JR.

RECOMMENDATIONS:

That Cabinet recommend to Full Council the approval of a supplementary estimate of £105,000 for the costs associated with the JR in respect of planning application P/140/16/OUT. This includes Counsel costs to defend the Council’s position and an estimate of potential costs that the Council would be required to pay as a result of the Claimant being successful in their JR claim.

The supplementary estimate equates to a Band D Council Tax of £1.74

1. BACKGROUND:

Development Control Committee resolved on the 24 October 2018 to grant permission P/140/16/OUT (for a mixed use development) subject to a S106 Agreement and the decision on the application was issued under delegated authority (given by the Committee) on the 22 November 2018 following completion of the S106 Agreement.

Following the issuing of the decision, a pre-action letter was received on the 12 December 2018 from Pagham Parish Council seeking to challenge the grant of planning permission for the proposed development. The challenge is on the basis that the grant of permission is legally flawed for the following reasons:

- 1) Failure to have any or adequate regard to the statutory duty at s66 (1) Planning (Listed Building and Conservation Areas) Act 1990;
- 2) That the Defendant (ADC) materially misled Members as to the representations from Historic England;
- 3) The Defendant failed to understand Policy H SP2 and Policy H SP2a Arun Local Plan 2011 – 2031 and/or failed to have any or adequate regard to the Parish Council's representations in relation to those policies; and
- 4) The Defendant failed to have regard to alternative sites which avoided the likelihood of significant effects on the Special Protection Area, contrary to paragraph 175 (a) of the NPPF.

The Council responded to the pre-action letter.

Subsequently, Pagham Parish Council submitted an application for permission for Judicial Review which was issued by the Court on 3 January 2019 and received by Arun District Council on the 8 January 2019. The Council have filed a response setting out the summary grounds for contesting the claim, which can be considered by the Court when considering whether to grant the Applicant permission to apply for JR. The Court is likely to decide on this in February 2019.

It is important to note that, at this stage, there is no formal JR to defend. The Claimants have submitted a request to be heard by the courts and ADC has provided a response to this. A decision on whether the courts consider that there are adequate grounds to challenge (and proceed to a hearing) will be made in February 2019. The courts may decide to reject this request.

If the Claimant (Pagham Parish Council) is unsuccessful in their written application for permission to apply for JR then the Council will not have to pay their costs and the Council's costs will be limited to in-house legal costs. The Council will seek to recover their costs from the Claimant.

If the Claimant's written application for leave to apply for JR is refused they may renew the application by way of an oral hearing, which will lead to each party incurring the costs relating to the instruction of Counsel for the hearing. While it is difficult to give an exact figure for this as the Council is not aware of the level of Counsel that the Claimant would instruct, it is possible that the figure could be £5,000, which the Council would have to pay should the Claimant be ultimately successful. Again, if the Claimant is unsuccessful the Council will seek to recover its costs.

If the Claimant is successful and obtains leave to apply for JR at a hearing, the Council will need to have an agreed budget as more substantial costs will begin to accrue at this point. Further, should the Claimant be successful in their full application for JR, the Council would automatically be liable to pay all of their costs associated with the action.

As the Applicant is Parish Council it has chosen to suggest that this matter is a matter in which the costs they are liable to pay are limited and that the costs the Council is liable to pay, if the Claimant was to be successful. The Claimant is seeking that its liability in costs to other parties should not exceed £10,000 and its recovery of costs should be limited to £35,000. If the Claimant fails, the Council can apply to the Court to recover its costs up to a maximum of £10,000 only.

The Council will be required to be legally represented by Counsel. Based on previous JR's this is likely to be approximately £70,000 for representation and for the work involved in the preparation and attendance at JR hearings. However, the final costs will be based on a number of factors which are unknown at present. Should the costs be higher, then a further supplementary estimate would be required and further approval sought.

The Department's consultants/ legal costs budget is normally used for legal costs. However, this budget is very limited and JR costs at this scale could not be accommodated through this budget..

2. PROPOSAL(S):

To agree a supplementary estimate of £105,000 for counsel associated with defending the JR. This includes the eventuality that the Council lose the JR and is liable to pay the Claimants costs.

2. OPTIONS:

There are a number of options at each stage in the JR process, which will determine the costs incurred. The options will be reviewed at each stage based on legal advice to determine the best course of action.

4. CONSULTATION:

Has consultation been undertaken with:	YES	NO
Relevant Town/Parish Council		x
Relevant District Ward Councillors		x
Other groups/persons (please specify)		x
5. ARE THERE ANY IMPLICATIONS IN RELATION TO THE FOLLOWING COUNCIL POLICIES: (Explain in more detail at 6 below)	YES	NO
Financial	x	
Legal	x	
Human Rights/Equality Impact Assessment		x

Community Safety including Section 17 of Crime & Disorder Act		x
Sustainability		x
Asset Management/Property/Land		x
Technology		x
Other (please explain)		x

6. IMPLICATIONS:

There are financial implications for instructing legal for the JR defence.

7. REASON FOR THE DECISION:

In order to defend a JR claim, legal representation is required and costs may be accrued if unsuccessful.

8. EFFECTIVE DATE OF THE DECISION: 13 March 2019**9. BACKGROUND PAPERS:**

Development Control Committee Agenda, Additional Update and Minutes 24 October 2018

HOUSING & CUSTOMER SERVICES WORKING GROUP7 February 2019 at 6.00 p.m.

Present: - Councillors Hughes (Chairman), Mrs Porter (Vice Chairman), Bicknell, Mrs Harrison-Horn, Mrs Madeley, Oppler, Miss Rhodes and Mrs Rapnik.

The Cabinet Member for Residential Services Councillor Bence and The Cabinet Member for Community Wellbeing Councillor Clayden were also in attendance at the meeting.

14. APOLOGY

An apology for absence had been received from Councillor Stanley.

15. DECLARATIONS OF INTEREST

There were no Declarations of Interest made.

16. MINUTES

The Minutes of the meeting held on 20 September 2018 and 13 December 2018 were approved as a correct record and signed by the Chairman.

17. COMMUNITY SAFETY AND HOUSING PARTNERSHIP WORKING REVIEW 2016 – 2018

The Cabinet Member for Community Wellbeing Councillor Clayden introduced this item to the Working Group.

The Community Manager provided Members with a detailed overview of the review report that set out the integrated working and achievements of the Arun District Council Community Safety and Housing teams between 2016/18.

The key points highlighted were;

- The joint working that was outlined in the report was directed through the priorities set by the Safer Arun Partnership (SAP), as it was outlined in its partnership plan.
- To ensure the team achieve the Vision, SAP agreed the following 18/19 strategic priorities, that encourage and support joint working;
 - Tackle & reduce anti-social behaviour (ASB)
 - Street Communities
 - Serious and Organised Crime with a specific focus on 'Cuckooing'
 - Neighbourhood Development

Item No. 14

- 2016/17 saw ASB Caseworkers work with 367 individual perpetrators of nuisance in their communities and 245 in 2017/18. Over the two performance years an average of 97% success rate was achieved in effectively reducing and stopping ASB by identified perpetrators
- One of the key achievements for the ASB and Housing teams was with supporting statements from Sussex Police successfully obtained six partial Closure Orders in Littlehampton and Bognor for Council properties between December 2017 and August 2018. .
- Street community refers to a specific cohort of individuals who choose to congregate and conduct their social life in public areas, usually typified by consumption of alcohol and / or drugs which gives rise to public concerns and / or disorder. Street communities can be rough sleeping, insecurely housed or may have their own accommodation.
- Arun Street Community Multi Agency Risk Assessment Conference (MARAC) is where key partners regularly meet to discuss individual cases agreeing on delivering actions that would mitigate and or reduce risk factors.
- From April 2016 to September 2018 MARAC had proactively assessed risk and developed shared action plans for 148 individuals.
- Increases in the number of rough sleepers and the exponential increase of individuals using Class A drugs presents all partners including the Housing and Community Safety with complex challenges and underpins the importance of all teams working together
- Since April 2016 - to date 64 individuals have been discharged from MARAC meetings as they have sustained good progress in reducing risk factors.
- 43 individuals have also been re-housed – 8 within Arun District Council properties: 35 in RSL/private let or other.
- Cost benefit analysis shows that the project has delivered a cost saving of £471,657 to criminal justices agencies (in relation to reduced demand to address crime and anti-social behaviour) and a cost benefit of £129,075 by removing rough sleepers from the streets (source: Manchester Unit Cost Database 2015 v1.4).
- Serious and organised crime mainly relating to County drug lines is a major contributor to the violent crime experienced within Arun. This is a significant ongoing problem for the district.
- Associated with County lines, is cuckooing, this is a type of crime whereby a vulnerable individual or family are befriended by a drug dealer who goes on to take over their home in order to conduct illegal drug activity. There are currently over 70 known properties that have been cuckooed in the last year, resulting in joint interventions between the Police, ASB and Neighbourhood Housing team and local Registered Social Landlords (RSLs). Approximately 27% of these were ADC housing properties in 2017/18.

Item No. 14

- Integrated working for this area is key to being successful – it is important to continue working in this way moving forward.

The following comments were made:-

- Confirmation was obtained from the Community Manager that the teams also work with Stone Pillow and Turning Tides in Littlehampton. The data from the report is from the Street Community and is not inclusive of the work Stone Pillow and Turning Tides complete.
- There was some concern raised regarding rough sleepers at The Sunken Gardens in Bognor. This had been seen as a reoccurring issue last summer but there seemed to be very little awareness about the problem at the time and thereafter. The Community Manager explained that the Council need people to report anti – social behaviour and / or any type of criminality. The Council and the Police have completed joint patrols however ongoing allocation of resources are driven by reports that are received from the local community and public. There is awareness of this issue and the Council and the Police resources permitting, will take proactive measures.
- Further concern for the Homelessness strategy surrounding the cuts that have been approved by WSCC were raised. The Council are working closely with parties involved to assess the impact and where possible to preserve this. However due to these discussions being ongoing it was not possible to comment further.

The Working Group agreed;

RECOMMEND TO CABINET – That

(1) the integrated working between the Council's Community Safety and Housing teams is endorsed and the importance of partnership working in contributing to reducing anti-social behaviour, creating safe environments and addressing Street Community issues is recognised; and

(2) recognition is given to the work of Community Safety, Housing and the Safer Arun Partnership in contributing to the delivery of the Council's strategic priority "supporting people in our district who need our help" and "serving our communities well by delivering the best services we can afford".

~~18. STOCK CONDITION UPDATE~~

~~The Working Group was given a presentation by the Group Head of Residential Services.~~