

‘Subject to Approval at the Next Working Group Meeting’

ENVIRONMENTAL & LEISURE WORKING GROUP

14 March 2017 at 6.00 p.m.

Present: - Councillors English (Vice-Chairman – in the Chair), Bicknell, Brooks, Cates, Dingemans, Mrs Maconachie, Maconachie, Mrs Neno, Mrs Porter and Wheal.

Councillor Chapman was also present at the meeting.

30. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors Mrs Bence, Mrs Daniells, Hitchins, Purchase, Oliver-Redgate, Dr Walsh, Wells and Warren. The Cabinet Member for Leisure & Amenities also gave his apologies.

31. DECLARATIONS OF INTEREST

The Monitoring Officer has advised Members of interim arrangements to follow when making declarations of interest. They have been advised that for the reasons explained below, they should make their declarations on the same basis as the former Code of Conduct using the descriptions of Personal and Prejudicial Interests.

Reasons

- The Council has adopted the government’s example for a new local code of conduct, but new policies and procedures relating to the new local code are yet to be considered and adopted.
- Members have not yet been trained on the provisions of the new local code of conduct.
- The definition of Pecuniary Interests is narrower than the definition of Prejudicial Interests, so by declaring a matter as a Prejudicial Interest, that will cover the requirement to declare a Pecuniary Interest in the same matter.

Where a Member declares a “Prejudicial Interest” this will, in the interest of clarity for the public, be recorded in the Minutes as a Prejudicial and Pecuniary Interest.

There were no declarations of interest made.

32. MINUTES

The Minutes of the meeting held on 17 January 2017 were approved and signed by the Chairman as a correct record.

33. SPONSORSHIP OF THE COUNCIL'S LAMP POST BANNERS

The Marketing & Events Assistant presented this report to advise Members of an initiative to seek sponsorship for the Council's Lamp Post Banner Scheme which promoted various events and tourism related activities in the District throughout the year.

The Council had funded the scheme for the last 6 years but, in line with its 2020 Vision, it was felt that sponsorship would reduce the cost to the Council and could even provide an income. A sponsor was therefore being sought to cover all or part of the printing and installation costs for the lamp post banners for events across the District for a period of three years, the detail of which was set out in the report.

Members participated in some discussion on the matter and generally welcomed the initiative. The Environmental Services & Emergency Planning Manager stated that advice was being sought from the Procurement Team to ensure the correct process was followed, particularly as interest had already been shown by potential sponsors. A report would be brought back to the Working Group in due course to inform Members of progress.

Officer advice was given that the existing arrangements would continue until such time as a new scheme was put in place. The Working Group then noted the report.

34. MEMORIAL SEAT OR CELEBRATION OF LIFE SEAT SCHEME

By way of this report, the Environmental Services & Emergency Planning Manager advised that the memorial seat scheme that had been run for many years by the Council had been reviewed. As a result and for the reasons outlined in the report, it was being proposed that an attractive communal tree seat would be purchased and installed as a trial in Hotham Park. There would be an opportunity for multiple dedications to be made to include not just memorials but also celebration of life events such as births, marriages and special celebrations.

It was felt that the proposal would provide a sustainable to meet the needs of the public scheme which was visually pleasing and which would be self-funding and could even generate income to maintain and manage existing seats throughout the District.

In the course of debate, a note of caution was raised with regard to the amount and design of the plaques to be attached to the seat and that that must be looked at carefully, particularly that there should be a mixture of memorial and celebratory sentiments. Further views were expressed that the initiative was a fresh and modern approach to a popular service.

Following further general comments from Members, the Environmental Services & Emergency Planning Manager advised that an update report would be provided at a future meeting.

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The Working Group noted the report.

35. UPDATE ON LITTLEHAMPTON LEISURE CENTRE

The Principal Landscape Officer circulated a written report update at the meeting which set out progress to date with regard to the development of a new leisure centre in Littlehampton.

Members were informed that:

- Wilmott Dixon had submitted a non-material planning application for the Development Control Committee to consider at its meeting on 29 March 2017 as the building had been rotated by 16 degrees due to the location of the sewer.
- A number of site abnormalities had been identified which were unique to the location; site surveys had highlighted poor ground conditions which had resulted in a piled solution for the building foundations. The building also needed to be set at a higher level to minimise flood risk.
- The project team was working through stage 4 of the design, focussing on the detail of materials and internal finishes.
- Costs were being continually reviewed against the designs. Sport England had also benchmarked the scheme information available to date against 60 similar projects to ensure the designs represented value for money.
- Tendering was expected to take place in phases between March and May 2017. It was proposed to award separate contracts for the enabling works and main contract.
- Tree removal work had been carried out in early February 2017.
- Work due to take place on site in the coming months included:-
 - Trial excavations
 - Asbestos surveys in the sports dome (which would be closed in April)
 - Relocation of the Arun Youth Aqua Centre boat store

The opportunity was also taken to provide Members with a brief Arun Leisure Centre Project update. The £1.4 million scheme to refurbish and improve the Centre was set to be completed in the summer of 2017 and early work had seen the introduction of an energy conservation programme, effective in reducing carbon emissions, minimising waste and improving the leisure environment for visitors, with a resultant reduction in costs across the site. Work was also being undertaken to modernise the reception area with the introduction of a hub style reception desk, a Costa café and enhanced seating provision.

Following a brief discussion, the Working Group noted the report.

(The meeting concluded at 6.50 pm)