

Members are reminded to bring their Agenda from the Cabinet Meeting held on 6 February 2017 with them to the meeting



7 February 2017

SPECIAL COUNCIL MEETING

To all Members of the Council

You are summoned to attend a Special Meeting of the ARUN DISTRICT COUNCIL to be held on Wednesday, 22 February 2017 at 6.00pm in the Council Chamber at the Arun Civic Centre, Maltravers Road, Littlehampton to transact the business set out below:



Nigel Lynn
Chief Executive

AGENDA

1. **Apologies for Absence**
2. **Declarations of Interest**

Members and Officers are reminded to make any declaration of personal and/or prejudicial/pecuniary interests that they may have in relation to items on this agenda.

You should declare your interest by stating:

- a) the item you have the interest in
- b) whether it is a personal interest and the nature of the interest
- c) whether it is also a prejudicial/pecuniary interest
- d) if it is a prejudicial/pecuniary interest, whether you will be exercising your right to speak under Question Time

You then need to re-declare your prejudicial/pecuniary interest at the commencement of the item or when the interest becomes apparent.

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)
- c) To receive any petitions from the public

4. **Minutes**

To approve as a correct record the Minutes of the Council Meeting held on 11 January 2017 (as attached).

5. **Chairman's Communications**

To receive such communications as the Chairman may desire to lay before the Council.

6. **Urgent Matters**

To deal with business not otherwise specified in the Council summons which, in the opinion of the Chairman of the Council (in consultation with the Chief Executive), is business of such urgency as to require immediate attention by the Council.

7. **Statute Matters**

To deal with any business expressly required by statute to be done.

There are no items for this meeting.

8. **Matters from the last Meeting**

To deal with any business remaining from the last Council meeting.

There are no items for this meeting.

9. **Budget 2017/2018**

The Council is asked to consider the Revenue and Capital Budgets for the 2017/2018 financial year for both the General Fund and Housing Revenue Account.

A report from the Head of Finance and Property confirming the recommendations being made to the Council is attached. Members will also be asked to refer to the recommendations contained within the Minutes of the meeting of Cabinet held on 6 February 2017 with regard to the Budget for 2017/2018, which will have to be circulated separately.

The 2017/2018 Budget was considered at the meeting of the Overview Select Committee held on 24 January 2016 and these Minutes can be accessed by clicking on <http://www.arun.gov.uk/overview-select-committee>

Details of the associated statutory resolutions in agreeing the Budget, following receipt of the West Sussex County Council and the Sussex Police and Crime Commissioner precepts, will be circulated at the meeting.

- (i) **Welcome by the Chairman** – Councillor Stephen Haymes
- (ii) **Leader of the Council’s Budget Statement** – Councillor Mrs Gillian Brown will make her Budget Statement and will propose the recommendations, including the associated statutory resolutions required in agreeing the Budget, which will be circulated at the meeting.

To be moved by – Cllr Mrs Brown

- (iii) **Cllr Wensley to second** (may reserve his right to speak)
- (iv) **Cllr Oppler to respond on behalf of the Liberal Democrat Group**
- (v) **Cllr Mrs Rapnik to respond on behalf of UKIP**
- (vi) **Cllr Brooks to respond on behalf of the Independent Group**
- (vii) **Open Debate**
- (viii) **Cllr Wensley to respond as seconder**
- (ix) **Cllr Mrs Brown to respond as proposer**
- (x) **VOTE REQUIRED**

10. **The Establishment of a Local Property Company- THIS ITEM IS NOW WITHDRAWN**

A report seeking approval to establish a Local Property Company will be circulated separately.

[Note: Members are reminded that if they have detailed questions, would they please inform the relevant Cabinet Member/Chairman and/or Director in advance of the meeting in accordance with the Council Procedure Rules]

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**MINUTES
OF A
MEETING OF THE ARUN DISTRICT COUNCIL
HELD IN THE ARUN CIVIC CENTRE
ON 11 JANUARY 2017 AT 6.00 P.M.**

Present:- Councillors Haymes (Chairman), Mrs Pendleton (Vice-Chairman), Ambler, Mrs Ayres, Mrs Bence, T Bence, Bicknell, Blampied, Mrs Bower, R Bower, Brooks, Mrs Brown, L Brown, Buckland, Cates, Chapman, Charles, Clayden, Mrs Daniells, Dendle, Dillon, Dingemans, Elkins, English, Gammon, Mrs Hall, Mrs Harrison-Horn, Hitchins, Hughes, D Maconachie, Mrs Maconachie, Mrs Madeley, Mrs Neno, Northeast, Mrs Oakley, Oliver-Redgate, Oppler, Patel, Mrs Porter, Purchase, Mrs Rapnik, Reynolds, Miss Rhodes, Mrs Stainton, Tyler and Warren.

Honorary Aldermen Mrs Morrish and Squires were also present during the meeting.

[Note: The following Councillors were absent from the meeting during consideration of the matters detailed in the Minutes indicated – Councillor Oliver-Redgate – Minute 380 to 386 (Part); Councillor Miss Rhodes – Minute 399 (Part) to Minute 411; Councillors Oppler, Mrs Oakley, Harrison-Horn, Purchase, D Maconachie and Mrs Maconachie – Minute 399 (Part) to Minute 411; and Councillor Chapman – Minute 401 (Part) to Minute 402 (Part).]

380. WELCOME

The Chairman welcomed Councillors, Honorary Aldermen Mrs Morrish and Squires and representatives of the public, press and officers to the first Council Meeting of 2017.

381. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors Ballard, Cooper, Edwards, Dr Walsh, Wells, Wensley, Wheal and Wotherspoon and from Honorary Aldermen Mrs Goad, MBE, Mrs Olliver and Mrs Stinchcombe.

382. 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 on 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/Pecuniary Interest", this will, in the interests of clarity for the public, be recorded in the minutes as a Prejudicial and Pecuniary Interest.

The Chief Executive declared a Pecuniary and Personal Interest in Agenda Item 18 (Chief Executive's (CEO) Remuneration Committee – 13 December 2016) in relation to Minutes 373 (Chief Executive's Remuneration for 2015/2016) and Minute 374 (Chief Executive's Remuneration for 2016/2017) as this item would be discussing his salary. The Chief Executive confirmed that he would leave the Council Chamber for consideration of this matter.

The Head of Legal and Administration declared a Pecuniary and Personal Interest in Agenda Item 17 (Cabinet – 12 December 2016) in relation to Minute 365 (Management Re-Structure – Request for a Supplementary Estimate) as this item would be discussing the costs of redundancy from the management restructuring and she was affected by this item. The Head of Legal and Administration confirmed that she would leave the Council Chamber for consideration of this matter.

383. QUESTION TIME

- (a) Questions from the public (for a period of up to 15 minutes).

The Chairman invited questions from members of the public who had submitted their questions in advance of the meeting in accordance with the rules of the Council's Constitution. Supplementary questions would only be permitted should time allow once the notified questions had been responded to. Please note that the questions and answers in these Minutes are a summarised version, with the full version to be published on the Council's website within 10 days of the meeting.

(1) The Leader of the Council, Councillor Mrs Brown, was asked if she could agree that keeping an underperforming Cabinet Member in office constituted weak leadership?

The Leader of the Council, Councillor Mrs Brown, responded to this question by stating that yes she agreed but that she was grateful that she did not have an under-performing Cabinet Member.

(2) The Cabinet Member for Planning & Infrastructure, Councillor Bower was asked a question on a matter dating back to March 2004 when Arun's Cabinet had considered the Total Access Demand Scheme from West Sussex County Council which was designed to obtain payments from developers to offset inadequate parking provision. The questioner stated that Cabinet had not signed up to this but had resolved to review the decision in six months based on the experience of other Districts. In a Freedom of Information response the questioner outlined that he had been told that no details of any review or report had been located and so he asked if the review had happened?

The Cabinet Member for Planning & Infrastructure, Councillor Bower, responded by stating that Officers had undertaken a search of what records remained for that period but could not find any record of a review. This did not suggest that such a review had not taken place - equally there were no records available to confirm that one had taken place. The Cabinet Member recalled that informal discussions regarding this issue had taken place between 2009 and 2010, however, there were no records of these discussions and no formal review was undertaken.

Councillor Bower stated that between 2005 and now the Council had secured a total of approximately £13 m in highway contributions in addition to a number of high profile road improvements including the Bersted and Felpham relief roads; the Angmering bypass; the soon to be constructed A284 improvements in Littlehampton; and the A259 improvements between Angmering and Ferring. Councillor Bower also advised that the Felpham relief road had cost £29 m to develop and that the Council's approach had always been to work with the County Council to address specific highway issues rather than to secure contributions to a generic highway fund.

(3) The Leader of the Council, Councillor Mrs Brown, was asked a detailed question regarding the proposal to award the Council's Chief Executive Officer a pay increase significantly above inflation. The Leader of the Council was asked, as part of this question, to respond to six bullet points relating to this award.

The Leader of the Council, Councillor Mrs Brown, in responding to the matters raised pointed out that the recommendation on remuneration for the Chief Executive was the result of an agreed and transparent process as set out in the Constitution which had previously been approved by Full Council. She stated that she fully recognised that the achievements of the Council and therefore the Chief Executive would not have all happened without the hard work and commitment of the Council workforce. However, it was important to acknowledge the strategic role and effective leadership needed by those who managed the organisation at the most senior level, specifically the Chief Executive, as head of paid service.

Due to the length of the response provided, the full detail of this response can be found in the Public Question Time Schedule on the Full Council web pages.

(4) The Leader of the Council, Councillor Mrs Brown, was asked another question relating to the proposal to award the Council's Chief Executive Officer a pay increase significantly above inflation. In highlighting average wages for neighbouring Councils within the District, the questioner asked if the Council had a credible strategy to drive up wage levels across the District and if it did, where could the public read such a document.

The Leader of the Council, Councillor Mrs Brown, responded by referring the questioner to two key strategy documents that guided the District's economic growth proposals. These were the "Open for Business" and the "Arun Place Plan" documents which could be viewed on the Council's website. The objectives of the Arun Place Plan were to clearly identify the Arun economic growth offer, to deliver jobs, homes and employment space. Councillor Mrs Brown emphasised that the Council was developing a joint approach between education and skill providers and industry employers to

establish gaps in skills and develop an approach to grow priority sectors such as digital, creative, IT and advanced manufacturing/engineering, tourism and healthcare.

Councillor Mrs Brown referred to the high levels of out-commuting of skilled working age residents. The Council supported inward investment and the development and creation of higher value jobs, which she stated would hopefully alleviate the out-commuting problems.

Due to the length of the response provided, the full detail of this response can be found in the Public Question Time Schedule on the Full Council web pages.

(5) The Leader of the Council, Councillor Mrs Brown, was asked a question relating to proposals to change the way in which submitted Motions would in the future be accepted by the Council.

The Leader of the Council, Councillor Mrs Brown, outlined that the recommendations put forward by the Constitutional Review Task and Finish Working Party proposed to enable, when appropriate, priority be given to dealing with the business on the Agenda for a meeting where the Agenda was full, or the meeting was subject specific and the Motion on Notice was, in the view of the Chairman of the Council, to be not urgent or did not relate to the specific business on the agenda for the meeting. It was emphasised that the proposals gave the Chairman the authority to decide if a Motion should or should not be accepted for a particular meeting of the Council and that the Motion would still be considered but at a later date.

The Chairman then called Public Question Time to an end.

(b) Questions from Members with prejudicial/pecuniary interest – No questions had been received.

(c) Petitions from the public – the Chairman confirmed that no Petitions had been received.

384. MINUTES

The Minutes from the Council Meeting held on 9 November 2016 were approved by the Council as a correct record and signed by the Chairman.

385. CHAIRMAN'S COMMUNICATIONS

Firstly, the Chairman alerted Members to the list of engagements and events that had been attended since the last Council Meeting held on 9 November 2016 – these had been emailed to Councillors recently.

Secondly, the Chairman stated that he had pleasure in announcing that two residents in the District had been awarded New Year's Honours. Both of these citizens had been given the title of Member of the Order of the British Empire (MBE).

They were Mr Trevor Cooper, of Arundel, who was Chairman of the Ecclesiological Society, for services to Ecclesiastical Heritage and Ms Sylvie Suzanne Johnston, of Pagham, who was the former Chief Executive of Stonepillow for services to the community in Chichester and Arun.

The Chairman asked Members to join him in congratulating these two residents on their recent awards.

Finally, the Chairman confirmed that he would like to make an announcement regarding one of the Council's Chief Officers. This was because this would be the last Full Council meeting that Nigel Croad would attend as Resources Director and Deputy Chief Executive of Arun District Council before he retired at the beginning of February 2017.

The Chairman stated that Nigel had given 31 years of service to the Council having started his career on the 4 of June 1984. He praised Nigel Croad for his hard work and diligence which had certainly seen him progress through the ranks to his current post and he hoped that Nigel would have a long and happy retirement.

The Leader of the Council, Councillor Mrs Brown, then spoke highlighting that Nigel had been a key member of this Council's Corporate Management Team for many years and had been promoted to Deputy Chief Executive in 2012. Over his 32 years of service he had a lot of key achievements which Councillor Mrs Brown highlighted. Councillor Mrs Brown stated that Nigel had been a good and loyal servant to this Council and, so on behalf of all Councillors here, she wished him well with his future endeavours.

The Leader of the Liberal Democrat Group, Councillor Oppler, also congratulated Nigel on his tremendous achievements and 32 years' service given to the Council and he too wished him a long and happy retirement.

Councillor Mrs Rapnik, as Leader of (UKIP) and Councillor Brooks, as the Leader of the Independent Group, also congratulated Nigel on his long service and they wished him a long and happy retirement.

386. URGENT MATTERS

The Chairman confirmed that there was one Urgent Item to consider. This was asking the Council to note that the Chief Executive had exercised his delegated authority to authorise the Head of Finance and Property to accept liability for the settlement of costs in respect of a personal injury claim.

Consultation on this report has been undertaken with all four Group Leaders who had agreed that this matter needed to be considered as an urgent item as it could not wait until the next Full Council meeting in March 2017.

The Chairman outlined that as this was an Exempt report, he proposed that this be considered at the end of the meeting as a new Agenda Item 31.

387. STATUTE MATTERS

There were no items for this meeting.

388. MATTERS FROM THE LAST MEETING

There were no matters for this meeting.

389. ANY OTHER MATTERS

There were no matters for this meeting.

390. DEVELOPMENT CONTROL COMMITTEE – 2 NOVEMBER 2016

The Chairman, Councillor Mrs Maconachie, presented the Minutes from the meeting of the Development Control Committee held on 2 November 2016.

391. CONSTITUTIONAL REVIEW TASK AND FINISH WORKING PARTY – 8 NOVEMBER 2016

The Chairman, Councillor Mrs Bower, presented the Minutes from the meeting of the Constitutional Review Task and Finish Working Party held on 8 November 2016.

Full Council – 11.01.17

Councillor Mrs Bower presented the first of a series of recommendations at Minute 36 [Constitution Change – Part 3 – Paragraph 3.0 – Cabinet Members – Responsibility for Functions – Memorandum of Understanding] and outlined that this report sought approval to delegate authority for the Council to enter into Memoranda of Understanding to Directors in consultation with the relevant Individual Cabinet Members insofar as such Memoranda related to the general responsibilities of that Cabinet Member's portfolio. Councillor Mrs Bower then duly proposed the recommendations which were then seconded by Councillor Mrs Maconachie.

The Council

RESOLVED

That the following changes are made to the Constitution:

Additions are shown as **bold and underlined** and deletions are shown as ~~strikethrough~~

Part 4 Section 2 paragraph 1.5

1.5 Enter into partnerships ~~devolve activities and~~ **related memoranda of understanding** ~~transfer/sell assets in relation to the implementation of the Council's Strategy~~ in consultation with the relevant Cabinet Member, with details being **retrospectively** reported to Cabinet **at the earliest opportunity**.

With the Head of Legal and Administration being authorised to make any further consequential changes to the Constitution.

Councillor Mrs Bower then alerted Members to the next series of recommendations at Minute 37 [Constitution Change – Part 5 – Section 1 – Paragraph 12.1.1 and 12.1.2 – Recording of Motions – Part 5 – Section 1 – Paragraph 12.2.4 (New) – Motions set out in Agenda] and explained that changes were being proposed as to the way in which Motions were accepted from Councillors and to the way these were published. It was also being proposed that a new paragraph be entered into the Constitution to deal with the situation where notice of a motion was given for a meeting and the agenda was full or subject specific. Councillor Mrs Bower then duly proposed the recommendations which were then seconded by Councillor Mrs Maconachie.

The Council

RESOLVED

That the following changes are made to the Constitution:

Additions are shown as **bold and underlined** and deletions are shown as ~~striketrough~~

Part 5 Section 1 paragraph 12.1.1

12.1.1 Except for motions which can be moved without notice under Rule 13, written notice of every motion signed by the Member(s) moving and seconding it **or sent by the Member and Seconder from their own arun.gov.uk email address** must be delivered to the Chief Executive at least eight clear days prior to the meeting. "Clear days" mean days on which the Council Offices are open for business and excludes both the day on which the motion is received by the Chief Executive and the day of the meeting at which the motion is to be presented.

Part 5 Section 1 paragraph 12.1.2

12.1.2 Notices of motions received by the Chief Executive will be dated, numbered in the order in which they were received and entered in a book open to public inspection. **published on the Council website in the agenda for the meeting or an addendum to the agenda.**

Part 5 Section 1 paragraph 12.2.4

12.2.4 If notice is given of a motion for a particular meeting and in the opinion of the Chief Executive the agenda for that meeting is already full, or the agenda for the meeting is subject specific and the motion received is not in his view urgent or related to that specific business, the Chief Executive shall submit it to the Chairman and shall not insert it in the summons without the Chairman's agreement.

In the event of the Chairman deciding that the motion shall not be inserted in the summons for which it was submitted, the Chief Executive shall so inform the Member(s) who submitted the motion on notice of the date of the meeting to which their motion will be presented. For the avoidance of doubt any decision under this paragraph shall be made by the Chairman.

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Councillor Mrs Bower then alerted Members to the next set of recommendations at Minute 38 [Constitution Change – Part 2 – Paragraph 15.1 and 15.2 – Changes to the Constitution to Change the Name of the Working Party and to Provide Clarity over who may make changes to the Constitution). Councillor Mrs Bower proposed these recommendations which were then seconded by Councillor Mrs Maconachie.

The Council

RESOLVED

(1) Part 2 Paragraph 15.2 is amended to provide clarity over who may make changes to the Council's Constitution.

Additions are shown as **bold and underlined** and deletions are shown as ~~strikethrough~~

15.0 ARTICLE 15 - REVIEW AND REVISION OF THE CONSTITUTION

15.1 Duty to Monitor and Review the Constitution

The Constitution ~~Review Task and Finish~~ Working Party will monitor and review the operation of the Constitution to ensure that the aims and principles of the Constitution are given full effect.

15.2 Changes to the Constitution

Changes to the Constitution shall be made by Full Council in accordance with Article 4.2.1. except so far as delegated therein and/or provided below:

~~15.2.1 Any proposed changes shall be considered by the Constitution Review Task and Finish Working Party prior to Council. Urgent changes may be put direct to the Council for consideration and decision.~~

15.2.1 Changes to the Public Speaking Procedure Rules for Development Control Committee may be ~~approved by~~ **put direct to** the Development Control Committee **for consideration and decision**.

15.2.2. Changes to the Officer Scheme of Delegation for **the Director responsible for development control services** ~~Planning and Economic Regeneration~~ may be approved by **put direct to** the Development Control Committee **for consideration and decision.**

15.2.3. Changes to the Officer Scheme of Delegation for **the Director responsible for environment and licensing services** ~~Environmental Services~~ may be approved by **put direct to** the Licensing and Enforcement Committee **for consideration and decision.**

15.2.4 All other proposed changes shall be considered by the Constitution Working Party prior to Full Council unless:

(i) the Head of Legal and Administration has delegated authority to make the change as a consequential change as a result of the modification or re-enactment of legislation, or

(ii) the Chief Executive in consultation with the Chairman of the Constitution Working Party agree that for any other reason that the proposed change be put direct to Full Council for consideration and decision.

(2) The whole of the Constitution is amended to change the name of the Constitutional Review Task and Finish Working Party to the Constitution Working Party; and

(3) The Head of Legal and Administration be authorised to make any further consequential changes to the Constitution.

Councillor Mrs Bower then alerted Members to recommendations at Minute 39 [Constitution Change – Part 3 – Paragraph 6.3 – Election of Chairmen and Vice-Chairmen of Working Groups] which proposed to amend how Working Groups elected their own Chairmen and Vice-Chairmen. Councillor Mrs Bower then duly proposed the recommendations which were then seconded by Councillor Mrs Maconachie.

The Council

RESOLVED

The following amendments are made to the Constitution:

(1) The Constitution be amended to remove the reference to Working Groups electing their own Chairmen and Vice-Chairmen, as this is already carried out by Full Council at the start of each municipal year.

Deletions are shown as ~~striketrough~~

CONSTITUTION PART 3 PARAGRAPH 6.0 – WORKING GROUPS

6.2 Working Groups shall:

- Meet in public...etc
- Carry out work as and when requested by Full Council ... etc
- Be made up of whoever has volunteered... etc
- Not be required to be politically balanced ... etc
- Have a quorum... etc
- Have not less than six members
- Not have a maximum number of members
- ~~Each elect their own chairman and vice chairman~~
- Issue minutes... etc

(2) No changes are required to Part 5 Section 2 Paragraph 5.1 because Working Groups are already included in the Committee Meetings Procedure Rules; and

(3) the Head of Legal and Administration be authorised to make any further consequential changes to the Constitution.

Councillor Mrs Bower then drew Members' attention to the final set of recommendations at Minute 40 [Constitutional Change – Part 3 – Section 10.0 – Sussex Police and Crime Panel] which sought approval to update and replace the current version of the Sussex Police and Crime Panel's terms of reference in the Council's Constitution. Councillor Mrs Bower then proposed the recommendations which were then seconded by Councillor Mrs Maconachie.

The Council

RESOLVED - That

(1) Part 3 Paragraph 10.0 (and all its sub-paragraphs) is replaced by the updated terms of reference for the Sussex Police and Crime Panel as shown in Appendix A. As attached to these Minutes, shows the changes as follows:

Additions are shown as **bold and underlined** and deletions are shown as ~~strikethrough~~

(2) the Head of Legal and Administration be authorised to make any further consequential changes to the Constitution.

392. CABINET – 14 NOVEMBER 2016

The Chairman, Councillor Mrs Brown, presented the Minutes from the meeting of Cabinet held on 14 November 2016 and alerted Members to various recommendations at Minute 319 (Strategic Vision for Public Conveniences within Arun). Councillor Mrs Brown outlined that in line with the Council's 2020 Vision programme, Members had agreed that a Strategy for its public conveniences should be put forward for consideration but in line with the Council's current position in the context of its Medium-Term Financial Strategy and its requirement to save £4 million revenue annually.

Reducing the number of public conveniences had been identified in the 2020 Vision report which had been agreed by Full Council in January 2016 as a project to take forward through further feasibility work. This work had been undertaken and following the initial report considered by the Environment & Leisure Working Group in June 2016, and subsequent decisions taken by Cabinet, consultations with Town and Parish Councils had been undertaken. The results confirmed that no Town or Parish Councils were prepared to take on direct responsibility for these assets and so the recommendations proposed sought agreement for various public conveniences to move to seasonal opening hours from 1 October 2017.

Councillor Mrs Brown stated that if approved, it was proposed that the Council would monitor the impact of the revised seasonal opening, over the course of the first closure period, and would review arrangements if deemed necessary. Members were reminded that it was not a statutory duty for the Council to provide public toilets, however, it was committed to quality provision of the toilets that were to remain in use. A Community Toilet

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Scheme would be explored with the objective to improve the provision of facilities whilst at the same time exploring the potential for a commercial development to include the retention and management of smaller public conveniences facilities at Crown Yard Car Park in Arundel and Ferring Village Green.

Councillor Mrs Brown then proposed the recommendations which were seconded by Councillor Dendle.

In discussing the proposals, some concerns were raised over the plans to move various facilities to seasonal opening hours, as this would affect areas stretching across the whole of the District. Criticism was made over the 32% satisfaction score referred to at the Cabinet meeting as this confirmed that facilities were in need of urgent investment. It was felt that the poor feedback received was being used as a reason to close some toilets and that there were cases of deliberate neglect.

Comments were made about the closing of the coach park toilets by Hotham Park and the reduction of facilities along the promenade in Bognor Regis which would leave inadequate facilities covering an area running from Butlins to Aldwick. The concern was that this would affect the many dog walkers exercising their dogs in this area all year round and at a time when the Council was encouraging its residents to get out and exercise and adopt a healthier lifestyle. Comments were made that as the Council had continued to not pass on the localisation of Council Tax Support Grant to Town and Parish Councils this had contributed to them having to make cuts in areas such as public conveniences and other partnership services.

In view of the comments made, Councillor Oppler confirmed that he wished to make an amendment to Recommendations 2 and 3 to read as follows – deletions have been shown using ~~strike through~~.

- (1) the fact that no Town or Parish Council is willing to take on direct provision of local public conveniences, be noted;
- (2) ~~the following public conveniences move to the following seasonal opening hours from 1st October 2017 plus opening for special events, be agreed:~~
 - ~~Blakes Road, Felpham (Easter only then 1st May – 30th September)~~
 - ~~West Beach, Climping (Easter only then 1st May – 30th September)~~
 - ~~Sandy Road, Pagham (Easter only then 1st May – 30th September)~~

- ~~Norfolk Gardens, Littlehampton (Easter only then 1st May – 30th September)~~

~~(3) the Council monitor the impact of the above seasonal opening over the course of the first closure period and review arrangements if considered necessary after that period~~

Councillor Oppler confirmed that the remaining recommendations would need to be renumbered accordingly.

Councillor Purchase then seconded this amendment.

Debate on the amendment saw many Councillors disagreeing with it. This was because in the spirit of co-operation, the Environment & Leisure Working Group had first met to discuss this; had taken on board the comments made by Members; and Officers had consulted widely with Town and Parish Councils and examined other methods of working. It was felt that Town and Parish Councils needed to ensure that a budget was set aside to secure the opening of facilities all year round and that it was time for them to step up and assist and play their part to create a partnership again. The fact that the provision of public conveniences was not a statutory duty for the Council to provide was again mentioned alongside the fact that the Council was putting money into a capital budget for enhancement works and to replace the underground facilities at the seafront in Bognor Regis.

Those speaking in support of the amendment raised their concerns over the proposed seasonal opening hours. Councillor Buckland referred to West Beach, Climping and the number of dog walkers using the area. It was his view that as the West Beach café would close during the winter this would be a further loss of toilet facilities. He asked if a review on the West Beach facilities could be undertaken as he would like to see them kept open and not shut for 6 months. Councillor Buckland confirmed that he would like this request to be treated as an amendment. In the absence of a Secunder this proposed amendment was not considered.

Councillor Purchase, as seconder to the amendment, took on board Councillor Buckland's comments and stated that he welcomed open dialogue. He also thanked Councillor Dendle for the proposal to explore the feasibility of a community toilet initiative as there were good options in the report for the Council to explore, which he welcomed. Councillor Purchase also praised the work undertaken by the Greenspace & Cleansing Contract Development Manager. He referred to Littlehampton Town Council's income issues in that this was a real problem and not an excuse to not provide funding.

Councillor Purchase referred to the Norfolk Gardens facilities and his concern over these transferring to seasonal opening hours. It was his view that these should be available to residents on a full-time basis and in view of the location of the next nearest facilities. He stated that this amendment simply requested the Council to re-think its proposals.

Councillor Oppler, as proposer to the amendment, requested that the voting on the amendment be recorded.

Those voting for the amendment were Councillors Mrs Ayres, Buckland, Northeast, Oppler and Purchase (5); and those voting against were Councillors Ambler, Mrs Bence, T Bence, Bicknell, Blampied, Mrs Bower, R Bower, Brooks, Mrs Brown, L Brown, Cates, Chapman, Charles, Clayden, Mrs Daniells, Dendle, Dillon, Dingemans, Elkins, English, Mrs Hall, Mrs Harrison-Horn, Hitchins, Hughes, D Maconachie, Mrs Maconachie, Mrs Madeley, Mrs Neno, Mrs Oakley, Oliver-Redgate, Patel, Mrs Pendleton, Mrs Porter, Mrs Rapnik, Reynolds, Miss Rhodes and Tyler (37). Councillors Haymes, Mrs Stainton and Warren (3) abstained from voting.

On the amendment being put to the vote it was declared LOST.

The Chairman then returned to the substantive recommendations and invited debate.

In relation to Recommendation (5) concern was raised over the proposals for a community toilet scheme. This was because the toilets at North Street, Wick had not been included. Councillor Northeast stated that these facilities needed pulling down and rebuilding. Councillor Northeast supported the approach to commence dialogue with local businesses but to see if an agreement with local traders could be undertaken to form a partnership. He was of the view that any income from this site be then used to provide new facilities as the existing ones were heavily used by customers using the shopping centre and by parents walking their children to and from school. Councillor Northeast expressed his concern at the proposals to relocate the Mewsbrook Park toilets within the new Littlehampton Leisure Centre. He had seen the plans and felt this initiative would not work as the new Centre would not be able to cope with the volume of users from the park.

Other Councillors spoke in support of the community toilet scheme but urged the Council to expand this to other areas. The point was made that promotion of this scheme to visitors and funding would be key to its success. Councillor Dendle, as the Cabinet Member for Leisure & Amenities, outlined that he would pass these comments back to Officers. In relation to the comments made by Councillor Northeast about the relocation of facilities from Mewsbrook Park to the new Leisure Centre, Councillor Dendle confirmed that

the new centre would be fully prepared for the numbers but that again he would pass comments back to Officers. Councillor Dendle reminded Members that the Council would be spending 600k over the next few years investing in exciting new facilities too. The facilities at Marine Park Gardens would convert into a café providing new facilities. This was a sustainable solution and should be rolled out to other areas.

Councillor Mrs Brown, as proposer, urged Members to support the recommendations and confirmed that a report would be brought back for Members to consider in the Autumn, once the feasibility study had been completed.

The Council then

RESOLVED – That

- (1) the fact that no Town or Parish Council is willing to take on direct provision of local public conveniences, be noted;
- (2) the following public conveniences move to the following seasonal opening hours from 1 October 2017 plus opening for special events, be agreed:
 - Blakes Road, Felpham (Easter only then 1st May – 30th September)
 - West Beach, Climping (Easter only then 1st May – 30th September)
 - Sandy Road, Pagham (Easter only then 1st May – 30th September)
 - Norfolk Gardens, Littlehampton (Easter only then 1st May – 30th September)
- (3) the Council monitor the impact of the above seasonal opening over the course of the first closure period and review arrangements if considered necessary after that period;
- (4) the Council explores the potential for a commercial development to include the retention and management of a smaller public convenience facility at:
 - Crown Yard Car Park, Arundel
 - Ferring Village Green

(5) within the next 12 months, officers explore the feasibility of a Community Toilet Scheme as detailed in this report, within close proximity to and as an alternative provision option for:

- Snooks Corner, Felpham
- Shrubbs Field , Middleton
- Ferring Rife, Ferring
- North Street, Wick
- Avisford Park, Aldwick
- West Meads, Aldwick

(6) in relation to recommendation 5); where the opportunity to sign a local business or provider up to the scheme exists, to give delegated authority to the Property & Estates Manager to offer an annual grant of up to £500 to enter into a formal agreement with those businesses;

(7) in addition to recommendation 6) the Council explores any other viable alternatives put forward by the Parish & Town Councils for those conveniences identified in 4 & 5);

(8) the potential for relocating the Mewsbrook Park toilets within the new Littlehampton Leisure Centre complex which is supported by Littlehampton Town Council and will be explored in due course, be noted;

(9) a further report will be presented to Cabinet in Autumn 2017 seeking a final decision on the future of those facilities identified in 4), 5) and 8) following completion of the feasibility work, be noted;

(10) Parish contributions will be phased out from the financial year 2018/19;

(11) the Council agree the closure of the East Preston public conveniences, currently leased to East Preston Parish Council, in the event of surrender or non-renewal of the current lease arrangements by the Parish Council, then exploring alternative uses for the site in line with the Asset Management Strategy.

(During the course of the debate on this item, Councillor Purchase declared a Personal Interest as a Member of Littlehampton Town Council.)

Councillor Oppler then made a Statement in relation to Minute 318 (Award of Combined Cleansing Services Contract 2017) in accordance with Council Procedure Rule 11.2. He stated that he needed to raise his concern over the provision of wheelie bins to all residents and that he was disappointed that the opportunity to do this had not arisen with this contract. With parts of Arun having seaside locations, he stated that there was a chronic problem with seagulls and foxes attacking and opening waste sacks. It was Councillor Oppler's view that it would be better to invest in providing wheelie bins rather than concentrating on making savings.

Councillor Dendle, as the Cabinet Member for Leisure & Amenities, responded by stating that he believed that the Council should provide wheelie bins and he stated that if the Contract allowed, with a renewal, he would work towards providing a generic bin to reduce the cost of buying bins as well as looking at schemes where bins could be purchased at a discounted rate. He would also work with developers to seek provision as part of new developments.

Councillor Buckland then made a Statement on the same matter in accordance with Council Procedure Rule 11.2. He stated that there were many areas in the District where residents did not have facilities or space to use wheelie bins.

Councillor Oppler then made a Statement in relation to Minute 324 (London Road Lorry Park – Change of Use (Exempt – Paragraph 3 – Information Relating to Business Affairs) in accordance with Council Procedure Rule 11.2 and expressed his concerns over the proposals for student accommodation or chalets for Butlin's staff at this site. He stated that if developed it would be important to involve local residents. He asked if the car park was part of the overall scheme as this was not the case when the idea had first been aired. In his view, the Council could not afford to lose any further car parking spaces at all due to the use of Hotham Park for events during the whole year. Councillor Oppler also referred to the loss of the toilet block which was well used. He referred to the fact that the report had highlighted that these proposals were part of the programme to deliver the 2020 Vision, with Members having approved in January 2016 to look at this as part of a business case to increase income. Councillor Oppler stated that due to the vast number of projects contained within the Vision work, many Members were not aware of the consequences of this work and he addressed this fear to the Chief Executive.

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393. OVERVIEW SELECT COMMITTEE – 22 NOVEMBER 2016

The Chairman, Councillor Elkins, presented the Minutes from the meeting of the Overview Select Committee held on 22 November 2016.

Councillor Oppler made a Statement in relation to Minute 330 (Voluntary Action Arun & Chichester) in accordance with Council Procedure Rule 11.2. He could not agree with the decision made to reduce the grant that the Council paid by 20%. This was because the Council had a long and successful relationship with VAAC and acknowledged the great work VAAC did.

394. DEVELOPMENT CONTROL COMMITTEE – 30 NOVEMBER 2016

The Chairman, Councillor Mrs Maconachie, presented the Minutes from the meeting of the Development Control Committee held on 30 November 2016.

395. LOCAL PLAN SUB-COMMITTEE – 6 DECEMBER 2016

The Chairman, Councillor Charles, presented the Minutes from the meeting of the Local Plan Sub-Committee held on 6 December 2016.

Councillor Charles alerted Members to recommendations at Minute 27 [Housing Land Supply] which he duly proposed. The recommendations were then seconded by Councillor Bower.

The Council

RESOLVED – That

(1) in order to secure a sound Plan at the time of the Local Plan examination and in order to boost the short term housing supply, the housing approach set out under Option 1 (a) and (b) within the report be agreed. This would invite planning applications in the following circumstances:-

i) on sites identified as being 'deliverable' by the HELAA where they are considered sustainable and will not prejudice the emerging local plan and / or infrastructure delivery;

ii) for the first phases of sites being investigated as potential strategic allocations, where these phases do not adversely affect the delivery of either the whole allocation or the emerging Local Plan and that any infrastructure requirements can be delivered proportionately without adversely affecting the delivery of infrastructure required for the potential allocation or emerging Local Plan as a whole;

(2) in order to be in a position to secure a sound Plan at the time of the Local Plan examination and in order to boost housing supply to meet the Council's Objectively Assessed Needs and make a contribution to the under-delivery within the Housing Market Area, the housing approach set out under Option 2 (b) within the report be agreed, namely that the Parish/Town allocation numbers be removed from the Local Plan and not Neighbourhood Plans and the Council will use the HELAA evidence to identify a target for small sites to be allocated through a small sites Development Plan Document and / or updated Neighbourhood Plans in consultation with the Neighbourhood Plan groups and/or Parishes; and

(3) without prejudice, Officers should work closely with promoters of sites proposed for strategic allocations within the emerging Local Plan to accelerate the delivery of sites alongside work to finalise the Local Plan and emerging Infrastructure Delivery Plan.

396. AUDIT & GOVERNANCE COMMITTEE – 8 DECEMBER 2016

The Chairman, Councillor Clayden, presented the Minutes from the meeting of the Audit & Governance Committee held on 8 December 2016.

Councillor Clayden alerted Members to recommendations at Minute 349 (Treasury Management Interim Report – 2016/2017) which he duly proposed. The recommendations were then seconded by Councillor Mrs Oakley.

The Council

RESOLVED – That

- (1) the actual prudential and treasury indicators for 2016/2017 contained in the report be approved;
- (2) the treasury management report for 2016/2017 be noted;

(3) the treasury activity for the quarter ended 30 September 2016, which has generated interest receipts of £188,000 (1.15%) for the quarter and £370,000 (1.17%) for the year to date be noted against a budget of £560,000 (1.10%) for the full year; and

(4) the interest earned to the end of October 2016 (YTD) of £440,000 (1.17%) be noted.

397. CABINET – 12 DECEMBER 2016

The Chairman, Councillor Mrs Brown, presented the Minutes from the meeting of Cabinet held on 12 December 2016 and alerted Members to the first of a series of recommendations at Minute 362 [Public Space Protection Order (PSPO) – Consideration of the Findings of a Consultation Exercise and Consideration of the Introduction of a PSPO in Arun]. Councillor Mrs Brown outlined that Cabinet had considered the findings of the consultation exercise undertaken on the consideration of the introduction of a PSPO in Arun and had taken into account the resources available to the Council and funds for enforcement.

The issue of street drinking in Bognor Regis and Littlehampton had received fewer responses and so it was proposed that the existing Designated Public Places Orders (DPPO) in eastern and western areas of the District would transfer into a PSPO. This would maintain current controls to remove alcohol in specific circumstances and also proposed the addition of dispersal powers for authorised officers. Councillor Mrs Brown confirmed that a large response to the consultation had been received from residents in Ferring who were not in favour of dogs being kept on leads and so it was recommended not to introduce dog controls in the Ferring area at this time.

Having explained the purpose of the proposed PSPO prohibitions Councillor Mrs Brown then proposed the recommendations which were seconded by Cllr Chapman.

The Council

RESOLVED – That

The following proposed PSPO prohibitions for each designated area in the Arun District are as follows:

(1) Tackling and reducing anti-social behaviour

a) Transfer the existing Designated Public Place Orders in Eastern and Western areas of the District (geographical areas outlined in Appendix A) to a PSPO, thereby enabling current controls to remove alcohol to be maintained.

b) To have a discretionary power to move on, any persons congregating who are engaged in anti-social behaviour or who authorised officers reasonably believe may be likely to cause public nuisance within the areas shown in Appendix A.

(2) Dogs on leads in Ferring

Not to introduce dog controls in the Ferring area at this present time.

(Prior to the introduction of the next item, having declared her Personal and Pecuniary Interest at the start of the meeting, the Head of Legal and Administration left the meeting for this item.)

Councillor Mrs Brown then alerted Members to recommendations at Minute 365 [Management Re-structure – Request for a Supplementary Estimate] in that approval was being sought to approve a supplementary estimate of up to £410k for the cost of necessary redundancies from the management restructuring of the Senior Management Team being taken forward as part of the Council's 2020 Vision proposals.

In presenting the recommendations Councillor Mrs Brown confirmed that she wished to make an amendment to add an additional recommendation (3).

The reason for this was to avoid a delay in confirming the redundancy of four existing Heads of Service who would leave the Council as a result of either choosing to not apply for a Group Head post in the new management structure or being unsuccessful in their application. The report and recommendation (1) explained that the Council was being asked to approve a supplementary estimate to cover the costs involved of redundancies resulting from the management restructuring. The Cabinet report confirmed at paragraph 2.4, page 68, that the payback period was acceptable as it fell within the Council's agreed policy of 3 years.

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Councillor Mrs Brown proposed that the new recommendation (3) would read as follows:

“Subject to the agreement of recommendation (1), approval be given to the redundancy of four Heads of Service posts which have been confirmed to meet the payback period of 3 years required by Council policy.”

This amendment and the new Recommendation (3) was then seconded by Councillor Bower.

On putting this amendment to the vote it was declared CARRIED.

The Council then returned to the substantive recommendations and

RESOLVED – That

- (1) a supplementary estimate of up to £410k (which equates to a Band D equivalent of £7.09) for the cost of necessary redundancies be agreed;
- (2) it be noted the Council will achieve an ongoing saving against the current budgeted cost of its senior management; and
- (3) subject to the agreement of recommendation (1), approval be given to the redundancy of four Heads of Service posts which have been confirmed to meet the payback period of 3 years required by Council policy.

Councillor Mrs Brown then referred Members to the recommendations set out at Minute 367 (Overview Select Committee – 22 November 2016 – Minute 329 – Local Council Tax Reduction Scheme) which contained recommendations that had been submitted to Cabinet by the Overview Select Committee following its meeting held on 22 November 2016. That meeting had reviewed the Local Council Tax Support Scheme for April 2017. Councillor Mrs Brown outlined that Cabinet had considered the results of the full public consultation that had been undertaken during July 2016 in which a low response rate of only 158 replies had been received. Despite this, 61% had confirmed that they were in favour of changing the scheme. Cabinet had also supported the Overview Select Committee’s proposal to defer Option 6 for consideration until 2018 as this would affect the poorest residents in the District.

Councillor Mrs Brown proposed these recommendations which were then seconded by Councillor Dendle.

The Council

RESOLVED

- (1) the following Options be included in the Local Council Tax Support Scheme from April 2017:
 - Option 1 - Require all working age applicants to pay at least £3.70 per week
 - Option 2 - Remove the Family Premium for all new working age applicants
 - Option 3 - Reduce backdating to one month
 - Option 4 - Reduce the period a person can be absent from Great Britain and still receive Council Tax Reduction to 4 weeks.
 - Option 5 - Remove the element of a Work Related Activity Component in the calculation for new Employment Support Allowance (ESA) applicants
 - Option 7 - Remove entitlement to the Severe Disability Premium where another person is paid Universal Credit (Carer's Element) to look after them; and
- (2) Defer the inclusion of Option 6 [Limiting the number of dependent children within the calculation to a maximum of two] for consideration in the 2018 scheme; and
- (3) Council seek to obtain agreement from West Sussex County Council to cover the additional cost of the Scheme's administration.

Councillor Mrs Ayres then made a Statement in relation to Minute 359 (Activities for Older People Contract) in accordance with Council Procedure Rule 11.2 in that although she welcomed the Council's proposals to extend its existing contract with Age UK to 2018, she was concerned that Littlehampton was now virtually devoid of services for older people.

398. CHIEF EXECUTIVE'S (CEO) REMUNERATION COMMITTEE – 13
DECEMBER 2016

(Prior to the introduction of this item, the Chief Executive, re-declared his Personal and Pecuniary Interests made at the start of the meeting and left the Council Chamber for this item.)

In the absence of the Chairman of the Committee, (Councillor Wotherspoon) Councillor Chapman presented the Minutes from the meeting of the Chief Executive's (CEO) Remuneration Committee held on 13 December 2016.

Councillor Chapman alerted Members to the first recommendation at Minute 373 (Chief Executive's Remuneration for 2016/2017 – Exempt Paragraph 1 – Information Relating to any Individual) relating to performance related pay. Councillor Chapman confirmed that this recommendation could be debated in open business provided no debate took place that related to the detail of the Chief Executive's Appraisal which would be confidential in the context of any employee and employer. However, if during the debate any such matters were raised relating to the Chief Executive Appraisal Panel, then it would be necessary to take advice from the Head of Legal and Administration as to whether the debate should continue in Exempt Business.

Councillor Chapman then covered some background to Minute 373 and Minute 374 stating that remuneration for the post of Chief Executive was not decided under national collective bargaining arrangements with the trade unions (being the process covering the majority of local government staff). Instead, the post holder had a personal contract and the arrangements for deciding the remuneration were set out in the Council's Constitution at Part 3, Paragraphs 8.7.1 and 8.7.2. Remuneration was also unique to the post holder's position in the organisation with the Council having a contractual duty, both explicit and implied under the terms of the personal contract, to treat the remuneration in a manner which would be fair to the individual.

Councillor Chapman explained the processes in place for this purpose. Firstly, a performance appraisal by an Appraisal Panel consisting of the Leader of the Council, the Deputy Leader of the Council and Leader of the Opposition was held each year to look at the Chief Executive's performance. That Panel then passed its assessment of performance to the Remuneration Committee who then made recommendations to Full Council in terms of remuneration for the next year of Council operations.

The Terms of Reference for the Remuneration Committee made it clear that the Committee had a duty to look at all elements of the remuneration package which were not set nationally. This included pension arrangements; fixed and variable salary elements such as salary, performance related pay and any additional benefits. It was highlighted that these arrangements formed part of the explicit terms of the personal contract of the Chief Executive for which the Council had direct contractual responsibility.

In presenting the recommendation for Minute 373, Councillor Chapman outlined that during the course of the Remuneration Committee's work it had received three briefings from the Head of HR and Customer Services and had met formally on 13 December 2016 to finalise the recommendations for consideration.

Councillor Chapman then formally proposed the recommendation which was seconded by Councillor Clayden.

In discussing the recommendation, Councillor Purchase confirmed that he proposed to make an amendment to the recommendation at Minute 373 and that he also proposed to make an amendment to the recommendations at Minute 374. Before formally proposing these amendments, Councillor Purchase asked if he could receive advice as to whether his amendments could be taken together or if they needed to be formally proposed separately under the minutes indicated.

Having received confirmation that the amendments needed to be tabled separately, Councillor Purchase formally proposed the following amendment to the recommendation at Minute 373 to read as follows. Deletions are shown using ~~crossed through~~ and additions are highlighted in **bold**.

"That the level of performance related pay be ~~3%~~**1%**".

This amendment was seconded by Councillor Oppler.

Speaking to this amendment, Councillor Purchase, confirmed that the proposal to award an overall 1% was not about the Chief Executive as an individual or his performance but that it was about applying fairness in terms of the 350-400 Arun staff who had not received more than a 1% pay increase for a number of years.

Debate on the amendment saw many Councillors speaking against it. This was because the arrangements for considering performance related pay were based on previously set achievements as set by the Appraisal Panel in line with the Council's Constitution. The Remuneration Committee, in considering and debating the matter, saw the recommendation as being equitable and acceptable. The amendment could not be supported as no reasons had been given that related to performance of the achievements that had been set by the Appraisal Panel and therefore the amendment would have severe contractual implications for the Council.

Councillor Oppler, as seconder to this amendment, stated that Councillors had a perfect right to put forward what they thought was an appropriate alternative. The amendment of 1% would make it fair for all.

Councillor Purchase, as proposer to the amendment, outlined that he had submitted it to the Head of Democratic Services and the Head of Legal and Administration who had confirmed that it could stand and could be put forwarded for debate. The Head of Legal and Administration confirmed that an amendment could be put but explained that the amendment had to be based on reasons that related to the Council's responsibilities. Councillor Purchase urged Councillors to think about the issue of fairness which he thought was absolutely relevant.

On the amendment being put to the vote, it was declared LOST.

The Chairman then returned to the substantive recommendation and the Council

RESOLVED

That the level of performance related pay be 3%.

Councillor Chapman then referred Members to the four recommendations at Minute 374 (Chief Executive Remuneration 2016/2017). He outlined that in considering the salary package for 2016/17 the Committee had been mindful that in previous years the settlement arrangements had been complicated because the timing of part of the recommended award had been linked to the timing of the national settlement for local government staff and this had made it difficult to identify the exact amount awarded during the salary year because the date of the national settlement was different to the start date of the Chief Executive's Appraisal and salary year - so the exact pay received varied depending on the time of the year that it was assessed.

Councillor Chapman outlined that Recommendation (1) addressed this and that agreement of this recommendation would aid transparency and would simplify computations this year and in the future. If this recommendation was agreed, then Recommendation (2), setting a consolidated pay date of 3 October each year would be sensible.

Councillor Chapman then worked through the remaining recommendations and outlined that Recommendation (3) addressed two issues. Firstly, under the proposals for management restructuring agreed by the Council in July last year, the number of Directors had reduced from 4 to 3. This would reduce again in 2018 from 3 to 2 and in addition the Chief Executive would take up a considerable additional workload due to the retirement of the Resources Director and Deputy Chief Executive. The Council had heard earlier that he would retire in February 2017. Secondly, the recommendation addressed the considerable disparity between the Chief Executive's remuneration compared to the pay of others in the South East which averaged £116,851. Also, given the continued exceptional performance, the Committee considered and the majority agreed that this disparity in salary needed to be addressed and that the Chief Executive should not be disadvantaged in comparison with other Chief Executives. Recommendation (3) sought to increase the current annual salary figure by £3,000 from 3 October 2016. Looking at Recommendation (4), Councillor Chapman outlined that this proposal was for a 3% increase of salary, to be calculated once the award in Recommendation (3) had been applied, making an overall remuneration to be paid for 2016/2017 of £117,011.

Councillor Chapman then formally proposed these recommendations which were seconded by Councillor Clayden.

Debate on these recommendations saw general support for them for numerous reasons. These being the level of base salary paid with no additional benefits when the Chief Executive first came to Arun; that this was lower compared to others in the South East; that there was an element of 'catch-up' that needed to take place in view of the additional responsibilities that would be undertaken in the future, which could not be taken lightly; and in looking at the open market in comparing salaries elsewhere, the Council could not risk losing the Chief Executive to a position elsewhere at this key point in taking forward the 2020 Vision work.

Councillor Purchase then proposed an amendment to Recommendations (3) and (4) and reiterated that the amendments were based on applying fairness across the Council.

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Councillor Purchase outlined that his amendment was to read as follows – the changes are shown with any deletions using ~~crossed through~~ and additions in **bold**

~~(3) a one off payment be awarded with effect from 3 October 2016 only, to bring the salary to a position of parity with comparator Chief Executives and that this figure be £3,000; and~~

~~(4) (3) in addition to the one off payment in (3), performance related pay, considered under exempt business as an earlier item on the agenda, of 3%~~ **the Chief Executive to receive a total increase of 1% to** be paid with effect from 3 October 2016, ~~and that the total remuneration of the Chief Executive be £117,011.~~ **taking his total remuneration to £111,709.03.**

This amendment was then seconded by Councillor Oppler.

Debate on the amendment saw some Members speaking for it. This was because Arun staff had seen cut after cut for many years and had had their pay frozen and only increased by 1% in the last few years. At the same time staff had remained loyal to the organisation working harder for less wages. Due to this, how could it be right to award the Chief Executive an increase equivalent in total of nearly 6% compared to the offer being made to staff of 1%.

Those speaking against the amendment referred to the considerable additional workload that the Chief Executive would have to take up due to the retirement of the Resources Director and Deputy Chief Executive. Although they understood the feeling of the staff, and during such a long period of austerity, the point had to be made that the disparity between the Chief Executive's remuneration compared with other District Councils could not be ignored.

Councillor Chapman in speaking against the amendment stated that there were two points that needed to be made. The first was that the Council had agreed in advance the criteria to be achieved in order to be awarded performance related pay and he questioned where 1% fitted with that criteria having been achieved. Secondly, the salary of the Chief Executive was debated under a personal contract which was not part of the national bargaining arrangements which covered Arun staff. Arun staff were covered under those national collective bargaining arrangements to ensure that if they undertook their job at a certain level they would attract the equivalent conditions of service. Turning to the arguments made, it was not appropriate to apply this arrangement to the Chief Executive. Also, the amendment

procedurally, did not make sense, and as the performance related pay of 3% had already been agreed.

Councillor Oppler, as seconder to the amendment, stated that he believed in fairness and his view that the recommendations proposed were not fair. He supported the sentiments made by staff and was very mindful of the numbers of staff being made redundant on the grounds of cost and cost savings. He reminded Members that the intention of the Recruitment and Selection Panel back in 2011 had been to address the issue of the salary of the previous post holder and that huge Chief Executive salaries were not necessary. He asked how it was possible that the Council was departing from this stance, when the public and some staff were appalled at this proposal.

Councillor Purchase, as proposer to the amendment, outlined that he could not see the argument for the overall 6% and continued to hold the view that this was unfair for the people of Arun and staff and at a time when the Council had to make so many cuts.

On putting the amendment to the vote it was declared LOST.

A request was received that the voting on the amendment be recorded. Those voting for the amendment were Councillors Mrs Ayres, Brooks, Buckland, Mrs Daniells, Northeast, Oppler, Purchase and Mrs Rapnik (8); and those voting against were Councillors Ambler, Mrs Bence, T Bence, Bicknell, Mrs Bower, R Bower, Mrs Brown, L Brown, Cates, Chapman, Charles, Clayden, Dendle, Dillon, Dingemans, Elkins, Mrs Hall, Hitchins, D Maconachie, Mrs Maconachie, Mrs Madeley, Mrs Oakley, Oliver-Redgate, Mrs Pendleton, Mrs Porter, Reynolds and Mrs Stainton (27). Councillors Blampied, English, Gammon, Haymes, Hughes, Mrs Neno, Patel, Tyler and Warren (10) abstained from voting.

The Chairman then returned to the substantive recommendations and invited debate.

The point was made that the Chief Executive's exceptional performance, which had been agreed by the Appraisal Panel, should be addressed. It was the view of numerous Councillors that what was being proposed was fair and sensible and recognised the achievements that the Chief Executive had made.

Councillor Clayden, as seconder to the recommendations, outlined his view that the Chief Executive should be paid the market rate for his position.

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The Council then

RESOLVED – That

(1) the formula applied for 2014/15 and 2015/16 is not rolled forward and that a new basis for the remuneration of the Chief Executive is recommended;

(2) the Chief Executive's full remuneration for 2016/17 be paid with effect from 3 October 2016 and with effect from 3 October in subsequent years;

(3) a one off payment be awarded with effect from 3 October 2016 only, to bring the salary to a position of parity with comparator Chief Executives and that this figure be £3,000; and

(4) in addition to the one off payment in (3), the performance related pay, considered under exempt business as an earlier item on the agenda, of 3%, be paid with effect from 3 October 2016, and that the total remuneration of the Chief Executive be £117,011.

(During the course of the debate on this item, Councillor Northeast declared a Personal Interest as he was married to a member of Arun District Council staff.)

399. ENVIRONMENT & LEISURE WORKING GROUP – 1 NOVEMBER 2016

The Chairman, Councillor Hitchins, presented the Minutes from the meeting of the Environment & Leisure Working Group held on 1 November 2016.

Councillor Brooks made a Statement on Minute 23 (Short Term Pollution Event Forecasting at Bathing Waters) in accordance with Council Procedure Rule 11.2 and referred to the notices that displayed pollution forecasting. Councillor Brooks outlined his concern that this initiative could harm the tourist economy in the District and he asked if other methods of displaying the results could be looked into. Councillor Brooks asked if the notices could be removed for the rest of the winter period and before being re-erected that the matter be debated further at a future meeting of the Working Group.

400. HOUSING & CUSTOMER SERVICES WORKING GROUP – 24 NOVEMBER 2016

The Chairman, Councillor Clayden, presented the Minutes from the meeting of the Housing & Customer Services Working Group held on 24 November 2016.

Councillor Clayden alerted Members to a recommendation at Minute 22 (Enforced Sales Procedures). Councillor Clayden formally proposed the recommendation which was duly seconded by Councillor Mrs Pendleton.

The Council

RESOLVED - That

- (1) the Enforced Sales procedure as attached at Appendix 1 of the report be approved;
- (2) appropriate authority be delegated for authorising the operation of the Enforced Sales Procedure to the appropriate Service Director; and
- (3) the Equality Impact Assessment be noted

Councillor Clayden then alerted Members to the next recommendation at Minute 23 [Anti-Social Behaviour Policy] which he duly proposed. This recommendation was then seconded by Councillor Mrs Pendleton.

The Council

RESOLVED

That the updated Anti-Social Behaviour Policy 2016 be approved.

401. MATTERS RELATING TO JOINT ARRANGEMENTS

There were no items for this meeting.

402. MOTIONS

There were no Motions to consider.

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403. QUESTIONS/STATEMENTS FROM MEMBERS PURSUANT TO COUNCIL PROCEDURE RULE 11.2

Four questions had been received as summarised below:

- (1) From Councillor Buckland to the Leader of the Council – Councillor Mrs Brown Re: Dog Fouling
- (2) From Councillor Oppler to the Cabinet Member for Leisure & Amenities – Councillor Dendle
- (3) From Councillor Oppler to the Cabinet Member for Planning & Infrastructure, Councillor Bower
- (4) From Councillor Oppler to the Cabinet Member for Leisure & Amenities, Councillor Dendle

The full detail of the questions asked and responses received can be found at the back of these Minutes.

404. PROPOSED CONSTITUTIONAL AMENDMENTS – FINANCIAL PROCEDURE RULES

The Leader of the Council, Councillor Mrs Brown presented this report and outlined that as part of the 2020 Vision work a Cabinet Working Party had reviewed the levels of delegation to Committees and Officers. She reminded Members that at the last Full Council meeting, held on 9 November 2016, Members had agreed a series of triggers/process for decision making to form the basis of revised financial regulations. Although it was agreed then that the triggers would be implemented immediately, approval to the consequential changes that would need to be made to the Council's Constitution would be brought to this meeting for approval.

Councillor Mrs Brown therefore asked Members to support the recommendations which she duly proposed. The recommendations were then seconded by Councillor Mrs Bower.

The Council

RESOLVED – That

(1) The proposed changes to the Constitution at Part 2 (Articles), Part 3 (Responsibility for Functions), Part 4 (Officer Scheme of Delegation) and Part 6 (Section 5 - Financial Procedure Rules) as set out in Appendix 1, to be attached to the minutes, be approved; and

(2) Authority be given to the Head of Legal & Administration to review and implement the consequential changes of the management restructuring throughout the Constitution, in consultation with the Chairman and Vice-Chairman of the Constitution Working Party.

405. COMMITTEE MEMBERSHIPS

There were no changes to Committee Memberships reported to the meeting.

406. REPRESENTATION ON OUTSIDE BODIES

There were no changes in representation to Outside Bodies reported to the meeting.

407. EXEMPT INFORMATION

The Council

RESOLVED

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

Full Council – 11.01.17

408. CHIEF EXECUTIVE'S POWER TO AUTHORISE URGENT COURT ACTION – [ON BEHALF OF J MACONACHIE] V ADC AND DENTON HOMES – BRADBURY HOTEL, STATION ROAD, EAST PRESTON
[Exempt – Paragraph 5 – Information in Respect of Which a Claim to Legal Professional Privilege could be Maintained in Legal Proceedings]

The Leader of the Council presented a report from the Chief Executive which set out the detail of why he had exercised his delegated authority to authorise urgent court action. This was to ensure that the Council obtained a Section 106 Deed and the sum of £9,000 payable under it, for Public Open Specie works relating to a residential development of 9 dwellings at the Bradbury Hotel, Station Road, East Preston by Denton Homes.

Councillor Mrs Brown then formally proposed the recommendations which were duly seconded by Councillor Bower.

The Council

RESOLVED – That

- (1) The Council notes this report; and
- (2) Authorises progress of the Court Case including any settlement of the proceedings.

409. RETROSPECTIVE REPORTING OF AN URGENT DECISION TAKEN BY THE CHIEF EXECUTIVE – ACCEPTING PART FOR FULL PAYMENT OF S106 AGREEMENT - SWALLOW DRIFT [Exempt – Paragraph 5 – Information in Respect of Which a Claim to Legal Professional Privilege could be Maintained in Legal Proceedings]

The Leader of the Council, Councillor Mrs Brown presented this report which asked Members to note that the use of the Chief Executive's Urgent Decision Authority to take urgent action and authorise the Head of Legal and Administration to accept the payment of £6,200 as full and final payment for Section 106 obligation to pay £12,310 inclusive of interests and fees.

Councillor Mrs Brown then formally proposed the recommendations which were duly seconded by Councillor Bower.

The Council

RESOLVED

That it notes that the Chief Executive has exercised his delegated authority to take urgent action and has authorised the Head of Legal and Administration to accept the payment of £6200 as full and final payment for S106 obligation to pay £12,310 inclusive of interests and fees.

410. STORE PROPERTY INVESTMENTS LIMITED V ARUN DISTRICT COUNCIL – RETROSPECTIVE REPORTING OF URGENT DECISION BY THE RESOURCES DIRECTOR AND DEPUTY CHIEF EXECUTIVE
[Exempt – Paragraph 5 – Information in Respect of Which a Claim to Legal Professional Privilege could be Maintained in Legal Proceedings]

The Leader of the Council, Councillor Mrs Brown, presented this report which asked Members to note that in the absence of the Chief Executive, the Resources Director and Deputy Chief Executive had exercised his delegated authority to authorise the Head of Legal and Administration to accept Counsel's advice in the matter of Store Property Investments Limited V Arun District Council and concede to judgment on Ground 1 of the Claimant's claim and pay the Claimant's costs in the matter to date.

Councillor Mrs Brown then formally proposed the recommendations which were duly seconded by Councillor Bower.

The Council

RESOLVED

That it notes that in the absence of the Chief Executive, the Resources Director and Deputy Chief Executive exercised his delegated authority to take urgent action and authorised the Head of Legal and Administration to accept Counsel's advice in the matter of *Store Property Investments Limited v Arun District Council* and concede to judgment on Ground 1 of the Claimant's claim and pay the Claimant's costs in the matter to date.

Full Council – 11.01.17

411. ACCEPTANCE OF LIABILITY FOR SETTLEMENT COSTS IN RESPECT OF A PERSONAL INJURY CLAIM – RETROSPECTIVE REPORTING OF AN URGENT DECISION MADE BY THE CHIEF EXECUTIVE [Exempt – Paragraph 5 – Information in Respect of Which a Claim to Legal Professional Privilege could be Maintained in Legal Proceedings]

The Leader of the Council, Councillor Mrs Brown, presented this report which asked Members to note that the Chief Executive had exercised his delegated authority to take urgent action and had authorised the Head of Finance and Property to accept liability for the settlement costs in respect of a personal injury claim.

Councillor Mrs Brown then formally proposed the recommendations which were duly seconded by Councillor Bower.

The Council

RESOLVED

That it notes that the Chief Executive had exercised his delegated authority to take urgent action and had authorised the Head of Finance and Property to accept liability for the settlement costs in respect of a personal injury claim in the sum of £89,000.

(The meeting concluded at 9.01 pm).

COUNCIL MEETING – 11 JANUARY 2017

**QUESTIONS FROM MEMBERS PURSUANT TO
COUNCIL PROCEDURE RULE 11.3**

Q1: Councillor Buckland to the Leader of the Council, Councillor Mrs Brown

Q1 With the continuous complaints that I receive from my constituents in regards to dogs faeces left on our pavements, roads, parks and even on our beaches what is the Leader's intentions in doing something about this? Does she not think that it would be advisable to supply more dog bins in areas that need them and or maybe employing more dog wardens to help catch the perpetrators that constantly allow their dogs to foul our streets and then to prosecute them but naming and shaming them in the local press. It's all well having signs up saying we will prosecute but we never do or if we have or did when was the last time? We need some how to send a clear and clarifying message out there that says that this type of behaviour will not and cannot be tolerated as it is always the minority of dog owners that ruin it for the majority of dog owners.

A1 Officers report that they have not received a high volume of complaints within River ward over the last year. I would urge residents in your Ward to make contact with the Council regarding any dog fouling issues they experience so that they may be addressed, by targeting dog fouling enforcement patrols in any identified hot spots and via a street cleansing response.

Dog fouling is of course unpleasant and something which the Council is seeking to tackle. Addressing each of the potential solutions you raise in turn: Officers are satisfied that there are a sufficient number of dog waste bins within the District. There is also little in the way of an observed link between the number of bins and the likelihood of people picking up their dog's mess.

In terms of enforcement action, firstly I would like to clarify that if a fixed penalty notice (FPN) has been paid, the Council is not able to "name and shame" the individual. A prosecution would only occur if an FPN was not paid. It is however important to maintain a deterrent effect by undertaking enforcement patrols, making the prospect of offenders being caught and incurring a financial penalty more tangible. For several years, the Council has only had one part-time dog warden, who also deals with other work such as stray dog collection and provision of advice on responsible pet ownership. The Council has for the last few years also paid a contractor to undertake supplementary patrols in the summer, particularly on its own parks and greenspace, and it was they who issued the most recent FPN on a beach.

In recognition of the very limited street scene enforcement capacity within the Council, later this month Members of the Environment and Leisure Working Group will be considering a proposal to take part in a litter and dog fouling

enforcement trial. The Council has an opportunity, at zero cost to the Council, to participate in a 12 month trial with a trading company wholly owned by East Hampshire District Council (EHDC). The company would use their officers to patrol, thereby increasing enforcement capacity and activity in relation to litter and dog fouling offences which can be publicised to maximise the desired deterrent effect.

In adopting its 2020 Vision in July 2016, the Council is seeking to offer an improved customer experience whilst becoming smaller and more effective. This innovative trial offers an opportunity to do just that.

Q2 Councillor Oppler to the Cabinet Member for Leisure & Amenities, Councillor Dendle

Q2 Does the Cabinet Member share my concern that Freedom Leisure have introduced a policy that forces parents to sign their children up as members of the leisure centres in order to book swimming lessons. They also have no choice but to pay on a monthly basis via a direct debit. This denies the customer choice and will ultimately lead to higher charges.

A2 From January 2017 Freedom Leisure introduced the ASA Learn to Swim Pathway at both Littlehampton Swimming and Sports Centre and the Arun Leisure Centre. This is a 50 week programme that allows children to follow a nationally recognised syllabus and awards system produced by swimming's governing body. Most leisure operators have moved over to this system of delivering lessons and it is quickly becoming the industry standard way of teaching children to swim.

The learn to swim pathway provides "continuous assessment" of the child whilst on the scheme and provides many benefits to both the swimmer and the parents.

- Children are not restricted to moving up a group at the end of each term. Should they reach the criteria earlier they will automatically be moved up. Children will not be held back by others in their class as they will transfer when ready to the next group.
- Swim lessons now take place throughout the holidays as well as term time providing an extra 11 lessons over the year. This is especially beneficial during the longer holidays when children were faced with up to 6 weeks without lessons, often meaning that teachers would have to recover previous training.
- There is no need for the parents to re-enrol their child each term (3 times a year), they automatically stay on the swim pathway.
- Extra lessons each year and no breaks throughout the holidays can often allow children to be taught to swim over a shorter period of time.

In order to facilitate the move to this pathway, Freedom Leisure has introduced a Direct Debit payment scheme. This is a standard payment for all with no separate member/non-member rates. Including in the fee, all children will be given a centre membership which will entitle them to free swimming whilst they are receiving lessons. Parents will also no longer have to make

large payments each term (often £60-£70 per child) as costs are spread out over the year.

Although there will be a slight cost increase over the year (due to the extra 11 lessons) this scheme provides better value for money. The new cost per lesson works out at £4.40 as opposed to £4.92 per lesson under the old system.

Q3 Councillor Oppler to the Cabinet Member for Planning & Infrastructure, Councillor Bower

Q3 To the Cabinet member for Planning - You will be aware that a planning application has been put in for a change of use for the former St Joseph's rest home. Can I have your assurance that this application will be judged solely on current policy and that the case officer will be able to use his judgment purely on planning issues and that no influence from senior councillors or officers will be brought to bear on commercial grounds?

A3 Councillor Oppler, you can have my assurance that the planning application for a change of use for the former St Joseph's rest home will be treated on its planning merits like any other planning application and that the case officer will arrive at a recommendation based on a careful consideration of all the relevant material considerations. Sadly, your question lacks clarity as it unclear as to what you mean by commercial grounds. I am confident in the officer impartiality to leave them to determine what are the relevant material considerations and what weight they should be afforded. I hope you are too.

Q4 Councillor Oppler to the Cabinet Member for Leisure & Amenities, Councillor Dendle

Q4 Can the cabinet member inform me if there has been a recorded increase of fly-tipping around the district sine the implementation of the new opening and charging policies introduced by West Sussex County Council.

A4 It is difficult to assess the impact of the new opening hours as there had already been an overall increase in reported fly tipping numbers in comparison with the previous years, well before the change was introduced in October. There was in particular a spike in numbers of fly tips dealt with by Cleansing in December compared with the previous years, but little change in terms of fly tips on Council owned open space. It is too early to say, with any certainty, that there is a permanent increase and data will be closely monitored to determine trends going forward. Arun Officers and its contractors will work closely to identify issues moving forward, which will be passed through to West Sussex County Council for the attention of their new Enforcement Officers when they take up their roles.

ARUN DISTRICT COUNCIL

COUNCIL MEETING – 22 FEBRUARY 2017

Decision Paper

Subject : Arun District Council Budget 2017/18

Report by : Alan Peach, Head of Finance and Property

Report date : February 2017

EXECUTIVE SUMMARY

This report considers the recommendations made by Cabinet on 6 February 2017 in respect of the Council's Budget for 2017/18.

The associated statutory resolutions will be circulated at the meeting, following receipt of the West Sussex County Council and Sussex Police and Crime Commissioner precepts.

There are additional recommendations associated with the approval of the Council's tax base and NNDR1 for 2017/18 and Special Expenses.

RECOMMENDATIONS

The Council is recommended to RESOLVE that:

1. The General Fund Revenue budget as set out in Appendix 1 is approved.
2. Arun's band D council tax for 2017/18 is set at £171.27, an increase of 2.98%.
3. Arun's Council Tax Requirement for 2017/18, based on a Band D Council Tax of £171.27, is set at £10,183,029 plus parish precepts as demanded, to be transferred to the General Fund in accordance with statutory requirements.
4. The HRA budget as set out in Appendix 2 is approved.
5. HRA rents for 2017/18 are set at 1% below the current year's level in accordance with the provisions of the Welfare Reform and Work Bill.
6. HRA garage rents are increased by 5% to give a standard charge of £10.63 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.
7. The Capital budget as set out in Appendix 3 is approved.
8. The statutory resolutions required by the Council in agreeing its budget for 2017/18, as set out in Appendix 4, are approved.

The Council is also recommended to :

1. Note that the Head of Finance and Property, in consultation with the Deputy Leader of the Council and Cabinet Member for Corporate Governance, has approved i) a Council Tax base of 59,456 for 2017/18 and ii) the submission of the Council's NNDR1 return (the estimate of the Council's Business Rate income for 2017/18) to the Department of Communities and Local Government.
2. Resolve that for 2017/18 any expenses incurred by the Authority in performing in part of its area a function performed elsewhere in its area by a Parish/Town Council or the Chairman of a Parish Meeting shall not be treated as special expenses for the purposes of Section 35 of the local Government Finance Act 1992.

BACKGROUND

Arun's Budget for 2017/18 was considered by the Overview Select Committee on 24 January 2017 and by Cabinet on 6 February 2017.

Members have already received a copy of the budget but for ease of reference the key summary tables (General Fund, Housing Revenue Account and Capital, Asset Management and other projects) are attached as Appendices 1, 2 and 3 respectively.

Appendix 1 has been updated to reflect the most up to date information with regard to parish precepts.

The required statutory resolutions (Appendix 4) will be circulated at the meeting, following receipt of the West Sussex County Council and Sussex Police and Crime Commissioner precepts.

Members are asked to note that as Head of Finance and Property I am satisfied that the estimates as presented in this budget are sufficiently robust and that the reserve balances proposed for 2017/18 are adequate.

BACKGROUND PAPERS

Correspondence from DCLG (Department of Communities and Local Government) and Department for Work and Pensions

Budget working papers held by Accountancy

Contact: Alan Peach, Head of Finance and Property
Ext. 37558

General Fund Revenue Budget Summary

Appendix 1

Actual 2015-16 £'000	Description	Budget 2016-17 £'000	Budget 2017-18 £'000
	Cost of Service		
721	Community Services	778	620
1,571	Corporate Governance	2,074	1,931
353	Council Strategy	445	429
1,829	Environmental Services	1,831	1,865
938	Housing	1,001	1,068
5,490	Leisure and Amenities	3,997	3,051
1,197	Planning & Infrastructure	1,229	1,080
8,252	Support Services	8,423	8,334
0	Vacancy Management	(450)	(450)
(1,196)	Recharges to Housing Revenue Account	(1,136)	(1,287)
19,155	Total Cost of Service:	18,192	16,641
	Corporate Cost		
3,589	Parish Precepts	3,783	4,061
287	Grant payments to parishes	144	0
253	Other precepts and levies	210	168
(589)	Interest & investment income	(470)	(472)
13	Contingencies / miscellaneous	1,264	905
1,719	Contribution to/(from) earmarked reserves	(2,208)	892
246	Capital expenditure financed from revenue	1,870	1,111
1,321	Pension deficit contributions	1,189	1,555
6,839	Total Corporate Cost:	5,782	8,220
25,994	Total Net Budget Requirement	23,974	24,861
	Financed By		
(4,041)	Retained Business Rates	(3,183)	(5,048)
(2,716)	Revenue Support Grant	(1,666)	(750)
(3,088)	New Homes Bonus	(4,014)	(3,677)
(1,466)	Other non ringfenced grants	(855)	(956)
(9,160)	Council Tax Income - Arun Excluding Parishes	(9,614)	(10,183)
(3,589)	Council Tax Income - Town & Parish Councils	(3,783)	(4,061)
(60)	Collection Fund deficit/(surplus)	(140)	(172)
(24,120)	Total External Finance:	(23,255)	(24,847)
1,874	Transfer (to) / from General Fund Reserve	719	14

Housing Revenue Account Budget Summary

Actual 2015-16 £'000	Description	Budget 2016-17 £'000	Budget 2017-18 £'000
	Expenditure		
4,468	Supervision and management	4,991	4,971
3,789	Repairs and maintenance	4,434	4,567
2,096	Financing of capital expenditure	2,255	2,222
5,250	Net loan charges	5,250	5,140
15,603	Total Expenditure:	16,930	16,900
	Income		
(16,362)	Rents (dwellings, garages, hostels, other property)	(16,092)	(15,859)
(729)	Charges for services and facilities	(631)	(650)
(74)	Interest on balance	(92)	(60)
(17,165)	Total Income:	(16,815)	(16,569)
(1,562)	HRA (surplus) / deficit	115	331
(6,378)	Balance brought forward	(5,478)	(6,431)
(7,940)	Balance carried forward	(5,363)	(6,100)

Capital, Asset Management and other projects Budget Summary

Actual 2015-16 £'000	Description	Budget 2016-17 £'000	Budget 2017-18 £'000
Capital expenditure by portfolio			
	Corporate Governance		
1,354	Asset Management	1,450	1,011
781	IT	170	0
394	Council Strategy	0	0
590	Environmental Services	100	100
2,908	Housing	3,055	3,222
18	Leisure & Amenities	1,913	15,095
148	Planning & Infrastructure	100	100
6,193	Total Expenditure:	6,788	19,528
Summary			
3,844	General Fund	4,533	17,306
2,349	Housing Revenue Account	2,255	2,222
6,193	Total Expenditure	6,788	19,528