

OVERVIEW SELECT COMMITTEE

20 March 2018 at 6.00 p.m.

Present: - Councillors Dingemans (Chairman), English (Vice-Chairman), Mrs Bence, Blampied, Edwards [from Minute 513], Elkins, Hughes, Mrs Oakley, Oppler [from Minute 513], Dr Walsh [from Minute 513], and Wheal.

Councillors Bence, Mrs Brown, Charles, Haymes and Wensley were also present for all or part of the meeting.

508. WELCOME

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

509. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors Oliver-Redgate, Mrs Rapnik, Miss Rhodes and Warren.

510. DECLARATIONS OF INTEREST

There were no declarations.

511. MINUTES

The Minutes of the Overview Select Committee held on 31 January 2018, as circulated at the meeting, were approved by the Committee as a correct record and were signed by the Chairman.

512. CABINET MEMBER QUESTIONS AND UPDATES

Councillor Charles provided an update on the Local Plan. It was advised that Consultation had closed and representations had been made to the Inspector. The Council was now waiting for the Inspector's response. It was anticipated that the Local Plan would be ready for adoption by the Full Council meeting in September 2018.

Councillor Mrs Brown updated the committee with the good news that Bognor Regis Creative Digital had been awarded £500,000 worth of funding from the Coast to Capital Local Enterprise Partnership. Members agreed that this would assist with positive progression in Bognor Regis.

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513. ARUN DISTRICT COUNCIL CONCESSIONS (BUSINESSES)
REPORT

The Overview Select Committee received a report from the Property & Estates Manager that provided information requested by the committee at its meeting held on 26 September 2017 in relation to how concessions/businesses on Council owned land were operated. The report also provided information on the factors considered when letting units as well as future plans.

Members were reminded that Property, Estates & Facilities were moving away from the term, ‘Concession’. It was noted that Concession businesses were generally sited on Council land and were under lease or licence if their location was not fixed. It was, therefore, felt that ‘Concession’ was undefined. Instead Property, Estates & Facilities referred to all its commercial operations, whether under lease or licence, as businesses as the majority were run for financial gain.

It was pointed out that most Business Units that operated in the Arun District had come about over many years and the terms of their leases would not necessarily be relevant. The Property & Estates Manager drew attention to the Seafront Delivery Plan in Bognor Regis. This plan had identified a clear framework for the setting out and zoning of the main seafront area including potential suitable locations for new businesses. As part of this Process the Council had also instructed Architects to produce a style guide for business units. The purpose of the style guide was to provide clear guidance that set out what business units could look like.

It was noted that many of the business lease / licence arrangements that the Council had across the District were short term (under 5 years). This situation had come about due to various uncertainties and the Property & Estates Manager emphasised that this issue needed addressing if business and service improvements were to be gained. It was explained that the effect of issuing short term leases had a direct link to the quality of service provided.

The Property & Estates Manager informed Members that the aim was to offer longer term business leases of 10-20 years, depending on location and the business opportunity proposed. In moving to longer leases the Council would be able to go to open market with business opportunities seeking expressions of interest and it was believed that this would help to ensure the successful introduction of private investment into small businesses across the District. The Property & Estates Manager provided the example of Hotham Park Café where this action had been successful and the more recent example of the proposed conversion of the shelter on Littlehampton seafront into a destination restaurant.

It was reported that the Property, Estates & Facilities team were fully committed to securing continued service improvements and through reviewing current general fund assets and working in partnership with existing and new businesses were confident that the Council would achieve measured business improvements throughout the District.

In discussing the report, the following key points were made:

- Members were in agreement that it was important to improve and maintain the quality of businesses operating in the District. It was felt that profit to the Council could be lowered for the right operators as they could benefit the community in terms of increasing footfall.
- Bognor Regis Seafront Delivery Plan - It was confirmed that the Bandstand in Bognor Regis would not be relocated.
- The businesses located at Littlehampton seafront were discussed. The Heritage Railway was mentioned as a good example of the Council working in partnership with operators to provide quality attractions. It was mentioned that some of the businesses in the area looked dilapidated and the report's pursuit of improvement and seeking quality was welcomed.
- The Littlehampton Promenade Shelter Project was also mentioned as a good example of service improvement. It was underused, in a poor state of repair, adding little to the tourism offer of the seafront. Council officers had identified this building as a possible regeneration site and a business opportunity. Planning consent had now been given for a new café and water sports venue set to open on this site in 2018.
- It was confirmed that the Green Spaces along Littlehampton Seafront would be kept 'green' and free from business units.
- It was asked if the 'Victoriana' theme was no longer being adopted at Bognor Regis. The Property & Estates Manager stated that this work was still in progress. The whole seafront area was adopting a fresh approach and Members were directed to the Architects Style Guide which provided the vision.
- The Property & Estates Manager informed Members that the team was not in favour of one provider for all businesses but agreed that the Council would encourage a diversity of businesses.
- The Deck Chair business was discussed. It was noted that this business was in decline due to a reduction in customer demand. The Property & Estates Manager confirmed that this business would continue to be reviewed each year.
- A question was asked about setting fair rent prices. The Property & Estates Manager confirmed that general principles

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were applied, such as benchmarking with other local authorities, commercial trends and the Council also employed a valuer.

The Chairman thanked the Property & Estates Manager for his clear and informative report which was well received by the Committee.

The Overview Select Committee,

RESOLVED

that the steps which are being taken when leasing Council land to concessions/businesses be noted.

514. FILMING AND PHOTOGRAPHIC DRAFT POLICY

The Chief Executive presented the Group Head of Policy’s report on the Filming and Photographic Draft Policy.

Members were reminded that the Council had agreed a Filming Protocol following the implementation of the Local Government Audit and Accountability Act 2013. Five years on, this was now being reviewed and the report set out the proposed new policy.

It was noted that the Policy was set out in three sections:

1. Council Meetings – outlining the circumstances under which meetings would be webcast and confirmed the retention period of recordings as 6 months.
2. Filming and Photography covering Arun District Council Land and Buildings - the Council already had detailed guidance on this and a procedure for anybody wishing to film or photograph on Council land or property.
3. Guidance for staff who need to film or photograph in order to deliver services.

The Committee agreed the report’s recommendation.

The Overview Select Committee,

RECOMMEND TO FULL COUNCIL

that the draft Filming and Photography Policy be agreed.

515. FEEDBACK FROM THE MEETING OF THE COUNCIL TAX SUPPORT WORKING PARTY HELD ON 6 MARCH 2018

The Committee received and noted the minutes of the Council Tax Support Working Party meeting held on 6 March 2018.

The Chairman drew attention to the Members Seminar on Universal Credit which was being arranged for June/July 2018 with a representative of the Department of Works and Pensions in attendance. The Committee requested a Seminar Start time of 6pm so that all Members could attend.

516. FEEDBACK FROM THE MEETING OF THE WEST SUSSEX COUNTY COUNCIL'S HEALTH AND ADULT SOCIAL CARE COMMITTEE (HASC) HELD ON 8 MARCH 2018

The Committee received and noted a verbal update from Councillor Blampied following his attendance at the meeting of the West Sussex County Council's Health and Adult Social Care Committee (HASC) held on 8 March 2018.

Councillor Dr Walsh then provided a verbal update following his attendance at the meeting of HASC held on 8 March 2018.

Members' attention was drawn to two key issues:

- the Sussex Partnership Trust Mental Health Services had been in special measures but were now rated as good.
- HASC had received a report from the Sussex Partnership NHS Foundation Trust. A case for change to the arrangements for inpatient care with respect to mental health and dementia care was outlined. It proposed that all adult beds (mental health) would no longer be located at St Richard's Hospital in Chichester or Worthing Hospital but relocated to Langley Green Hospital in Crawley. Another proposal was that all dementia beds for West Sussex be located at Worthing Hospital. Councillor Dr Walsh informed Members that concerns had been expressed on this matter which would require consultation.

Having thanked Councillor Dr Walsh for his update, the Committee noted the points raised.

(During the course of the discussion on this item, Councillor Dr Walsh declared a Personal Interest in his capacity as a Member of West Sussex County Council and Vice-Chairman of HASC.)

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517. WORK PROGRAMME 2018/2019

The Chief Executive reminded the Committee that the Council's Constitution required it to report annually on its future work programme to Full Council for approval. This would take place at the Full Council meeting in July 2018.

The Committee was asked to consider the work programme for the 2018/2019 year identifying any issues to develop or review, whilst working to the key themes of the Committee's responsibilities, so that these could be included within a draft work programme.

In discussing the possible topics that Members might wish to review, the following observations were made:

- It was requested that a Member briefing session be held on the 2018/19 Budget in December 2018/early January 2019, prior to scrutiny of the Budget at the Overview Select Committee on 22 January 2019.
- It was also requested that the Cabinet Member for Community Wellbeing reports to the Committee, later in the 2018/19 year, providing an update on Policing Priorities and the points raised with the Police and Crime Commissioner at the Special Overview Select Committee meeting held on 23 January 2018.

The draft Work Programme 2018/19 was then noted.

(The meeting concluded at 7.03pm)