

**ARUN DISTRICT COUNCIL**

**DECISION NOTICES FROM THE MEETING OF CABINET HELD ON  
MONDAY 22 JUNE 2020**

<b>REF NO.</b>	<b>DECISION</b>
C/002/220620	Update on Webcasting of Meetings – Procurement Options
C/003/220620	The Council's Response to the Covid-19 Pandemic Situation

**PLEASE NOTE THAT THESE DECISIONS WILL COME INTO EFFECT FROM 10.00  
A.M. ON WEDNESDAY, 1 JULY 2020 UNLESS  
THE CALL-IN PROCESS IS APPLIED**

If a Councillor wishes to request a call-in of any of the decisions taken above, they will need to take the following steps in line with the Scrutiny Procedure Rules at Part 6 of the Constitution – Scrutiny Procedure Rules (Other)

They will need to:

- Submit their request in writing for a Call-In to the Group Head of Policy & Scrutiny and identify who will act as the lead Member of the Call-In
- Specify which decision is to be the subject of the Call-In
- Explain which of the criteria for the Call-In apply

REFERENCE NO: C/002/220620

<b>URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES</b>		NO
<b>SUBJECT:</b> UPDATE ON WEBCASTING OF MEETINGS - PROCUREMENT OPTIONS		
<b>OFFICER CONTACT:</b> Karl Roberts – Director of Place 01903 737760 <a href="mailto:Karl.roberts@arun.gov.uk">Karl.roberts@arun.gov.uk</a>		

**EXECUTIVE SUMMARY:**

Following the reports that were made to Cabinet on 8 July and 9 December 2019, this report feeds back to the Cabinet the findings from the Corporate Officer Group that was established to examine the future webcasting needs of the Council and associated costs but has been amended to reflect the Council's current financial position.

**DECISION:**

The Cabinet

RESOLVED – That

- (1) In view of the timescales involved for this project, to instruct Officers to extend the existing contract with Auditel, for the webcasting of all public meetings for the next twelve months the cost of which is to be met from existing budgets;
- (2) To note that a further report will be provided to Cabinet setting out the anticipated costs and long-term financial implications of a range of options for webcasting; and
- (3) In the event of physical meetings becoming possible in the next six months which the public are allowed to attend in the Civic Centre, Officers investigate the ongoing use of Zoom and/or the utilisation of the Council Chamber for both Cabinet and the Overview Select Committee to be webcast alongside Full Council and the Development Control Committee.

**REASON FOR THE DECISION:**

To respond to Cabinet's request for an update to be given on the procurement exercise undertaken with suppliers in a pre-tender stage by the Corporate Officer Group.

**OPTIONS CONSIDERED BUT REJECTED:**

To propose an alternative way forward.

**CABINET MEMBER(S):**

**DECLARATION OF INTEREST BY CABINET MEMBER(S) RESPONSIBLE FOR DECISION:**

None

**DISPENSATIONS GRANTED :**

N/A

**CONFLICT OF INTERESTS DECLARED BY A CABINET MEMBER CONSULTED IN RESPECT OF THIS DECISION:**

None

REFERENCE NO: C/003/220620

<b>URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES</b>		NO
<b>SUBJECT:</b>	THE COUNCIL'S RESPONSE TO THE COVID 19 PANDEMIC SITUATION	
<b>OFFICER CONTACT:</b>	Nigel Lynn – Chief Executive Officer 01903 737600 <a href="mailto:Nigel.lynn@arun.gov.uk">Nigel.lynn@arun.gov.uk</a>	

**EXECUTIVE SUMMARY:**

This report updates Cabinet on the Council's response to the pandemic situation and our proposals for economic recovery.

**DECISION:**

The Cabinet

RESOLVED – That

- (1) The action taken to date be noted;
- (2) Consideration be given to the way for the Council post-recovery
- (3) As part of the work in (2) above, support the establishment of a Coronavirus Recovery Working Party based on the following terms:
  - (a) Terms of Reference – to conduct a review on the way forward for the Council post recovery
  - (b) Size of the Working Party – 10 Members with seats allocated as follows – Lib Dems [4]; Cons [4]; Ind [1] Green [1]
  - (c) Nominations to the seats – to be made by the relevant Group Leader and confirmed as Councillors Bennett, Chapman, Mrs Cooper, Cooper, Dendle, Mrs Haywood, Mrs Staniforth, Tilbrook, Ms Thurston and Dr Walsh;
  - (d) Proposals for the allocation of seats if vacancies occur – to be for the relevant Group Leader to fill the vacant seat and report this information to the next Full Council meeting;
  - (e) Timescale for the work to be undertaken – over the next few months of recovery and to include whatever time is required in view of the uncertainty of Covid19
  - (f) To report back to Cabinet on 20 July 2020; and further meetings
- (4) If established, the Working Party can then:
  - (a) Review its terms of reference at its first meeting and recommend any change back to Cabinet;
  - (b) Make any recommendations to Cabinet based on the terms of reference – it will have no decision-making authority; and
  - (c) Meet in private unless it agrees that it will work to the Meeting Procedure Rules at Part 5 of the Council's Constitution.

**REASON FOR THE DECISION:**

This is mostly for information only but asks the Cabinet to support the establishment of a Working Party which will review the recovery work of the Council.

**OPTIONS CONSIDERED BUT REJECTED:**

Not to support the actions taken.

**CABINET MEMBER(S):****DECLARATION OF INTEREST BY CABINET MEMBER(S)  
RESPONSIBLE FOR DECISION:**

Councillor Dr  
Walsh as a  
Member of  
West Sussex  
County Council

**DISPENSATIONS GRANTED :**

N/A

**CONFLICT OF INTERESTS DECLARED BY A CABINET MEMBER CONSULTED IN  
RESPECT OF THIS DECISION:**

None

