



Arun District Council  
Civic Centre  
Maltravers Road  
Littlehampton  
West Sussex  
BN17 5LF

Tel: (01903 737500)  
Fax: (01903) 730442  
DX: 57406 Littlehampton  
Minicom: 01903 732765

e-mail: [committees@arun.gov.uk](mailto:committees@arun.gov.uk)

Committee Manager Jane Fulton (Ext 37611)

16 April 2020

## **CABINET**

A meeting of the Cabinet will be held on **Wednesday 29 April 2020 at 5.00 pm** and you are requested to attend.

***PLEASE NOTE:*** *This meeting will be a 'virtual meeting' and any member of the press and public may listen-in and view the proceedings via a weblink which will be publicised on the Council website at least 24 hours before the meeting.*

*Different meeting arrangements are in place for the period running from 4 April 2020 to 7 May 2021 from the provisions of the Coronavirus Act 2020 and the meeting regulations 2020, to allow formal 'virtual meetings'.*

*This Council's revised Rules of Procedures for 'virtual meetings' will be made available by 24 April 2020.*

*Any members of the public wishing to address the Cabinet meeting during Public Question Time, will need to email [Committees@arun.gov.uk](mailto:Committees@arun.gov.uk) by 5.15 pm on Friday, 17 April 2020 in line with current Cabinet Procedure Rules. It will be at the Chief Executive's/Chairman's discretion if any questions received after this deadline are considered.*

*For further information on the items to be discussed, please contact: [committees@arun.gov.uk](mailto:committees@arun.gov.uk)*

**Members:** Councillors Dr Walsh (Chairman), Oppler (Vice-Chair), Mrs Gregory, Lury, Purchase, Stanley and Mrs Yeates

## **AGENDA**

### **1. APOLOGIES FOR ABSENCE**

### **2. DECLARATIONS OF INTEREST**

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

Members and officers should make their declaration by stating:

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

3. QUESTION TIME

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

4. URGENT BUSINESS

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

5. MINUTES

(Pages 1 - 18)

To approve as a correct record the Minutes of the Cabinet meeting held on 9 March 2020 (as attached).

6. BUDGET VARIATION REPORTS

To consider any reports from the Head of Corporate Support.

7. OFFICER DECISIONS TAKEN DURING THE CORONAVIRUS PANDEMIC

(Pages 19 - 48)

In accordance with the provisions of the Officer Scheme of Delegation in the Council's Constitution, this report updates the Cabinet on the decisions taken by Officers to incur expenditure or take urgent action in response to the Coronavirus emergency.

8. UPDATE ON FINANCIAL CONSEQUENCES OF THE CORONAVIRUS PANDEMIC (Pages 49 - 54)

The coronavirus pandemic is a public health emergency as well as an economic emergency. The Council has a significant role in supporting those affected in the District, in addition to the effect on the Council's financial position. The purpose of the report is to raise awareness of the issues and to inform Councillors of the actions taken to date, whilst starting to evaluate the potential financial consequences.

9. ELECTRIC VEHICLE STRATEGY AND CHARGE POINT INSTALLATION (Pages 55 - 82)

This report seeks approval for an Electric Vehicle (EV) Strategy developed by West Sussex County Council. The Government has made it clear that a transition to EV's forms part of its approach to achieving net zero carbon by 2050. Sales of petrol and diesel engine cars have been banned from 2040 and there is a government consultation on bringing that date forward to 2035 or 2032. One of the barriers to this transition is the availability of charge points. The proposed Strategy suggests that the Council support the take up of EVs by installing charge points on suitable Council owned car parks.

The County Council wants to work in collaboration with District and Borough Councils, as well as Parish Councils to deliver a county wide network of charge points. To reduce the complexity of accessing the charge points the network would run by one supplier. The charge points would be powered by renewable energy. The collaboration with the County Council would be via an Inter Authority Agreement. This would commit Arun District Council to add its suitable car parks to a county wide portfolio of sites within a procurement process to select a supplier to install electric vehicle charge points on its land.

**ITEMS PUT FORWARD BY THE OVERVIEW SELECT COMMITTEE AND WORKING GROUPS**

There are no items to bring to this meeting.

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

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

Note : Filming, Photography and Recording at Council Meetings - The District Council supports the principles of openness and transparency in its decision making and permits filming, recording and the taking of photographs at its meetings that are open to the public. This meeting may therefore be recorded, filmed or broadcast by video or audio, by third parties. Arrangements for these activities should operate in accordance with guidelines agreed by the Council and as available via the following link – Filming Policy - [The Policy](#)