

ARUN DISTRICT COUNCIL

DECISION NOTICES FROM THE CABINET MEETING HELD ON 29 JULY 2019

| REF NO. | DECISION |
|---------------|--|
| C/008/290719 | Corporate Plan 2018-2022 – Quarter 4 and End of Year Performance Outturn for 1 April 2018 to 31 March 2019 |
| C/009/290719 | Service Delivery Plan 2018-2022 – Quarter 4 and End of Year Performance Outturn for 1 April 2018 to 31 March 2019 |
| C//010/290719 | Submission of the Expressions of Interest to the Coast To Capital (C2C) Local Enterprise Partnership (LEP) Local Growth Fund for Improvements to the Public Realm in Littlehampton Town Centre |
| C/11/290719 | Community Infrastructure Levy (CIL) Implementation and Request to Create CIL Officer Role |
| C/12/290719 | Local Housing (Property) Company – Trisanto |
| C/13/290719 | Overview Select Committee – 25 June 2019 |

**PLEASE NOTE THAT THESE DECISIONS WILL COME INTO EFFECT FROM 10.00 AM
ON WEDNESDAY 7 AUGUST 2019 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/008/290719

URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES NO

SUBJECT: CORPORATE PLAN 2018-2022 - QUARTER 4 AND END OF YEAR PERFORMANCE OUTTURN FOR 1 APRIL 2018 TO 31 MARCH 2019

OFFICER CONTACT: Jackie Follis, Group Head of Policy
Ext 37580
Jackie.follis@arun.gov.uk

EXECUTIVE SUMMARY:

This report sets out the Q4 performance outturn for the Corporate Plan performance indicators for the period 1 April 2018 to 31 March 2019.

DECISION:

RESOLVED – that

(1) the Council's Q4 performance against the targets for the Corporate Plan indicators, as set out in the report and appendix A, be noted; and;

In line with the Overview Select Committees proposals, the Cabinet;

RECOMMEND TO FULL COUNCIL - that

- (1) the CP11 indicator target be increased from 40% to 50% for 2019 – 2020;and
- (2) the CP8 target be increased from 25 to 35 for 2019-2020.

Following a brief discussion, the Cabinet confirmed its decision as per Decision Notice C/008/290719, a copy of which is attached to the signed copy of the Minutes.

REASON FOR THE DECISION:

In order for Cabinet to be updated with the Q4 Performance Outturn for the Corporate Plan for the period 1 April 2018 to 31 March 2019.

OPTIONS CONSIDERED BUT REJECTED:

To request further information and/or remedial actions be undertaken.

CABINET MEMBER(S):

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

DISPENSATIONS GRANTED :

N/A

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

REFERENCE NO: C/009/290719

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| URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES | NO |
| SUBJECT: SERVICE DELIVERY PLAN 2018-2022 - QUARTER 4 AND END OF YEAR PERFORMANCE OUTTURN FOR 1 APRIL 2018 TO 31 MARCH 2019 | |
| OFFICER CONTACT: Jackie Follis, Group Head of Policy Ext. 37580 Jackie.follis@arun.gov.uk | |

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| EXECUTIVE SUMMARY: This report sets out the Q4 performance outturn for the Service Delivery Plan (SDP) performance indicators for the period 1 April 2018 to 31 March 2019. | |
| DECISION: RESOLVED That the Council's Q4 performance against the targets for the Service Delivery Plan indicators, as set out in the report and Appendix A, be noted. Following consideration, the Cabinet confirmed its decision as per C/009/290719, a copy of which is attached to the signed copy of the Minutes. | |
| REASON FOR THE DECISION: In order for OSC to be updated with the Q2 Performance Outturn for the Service Delivery Plan indicators for the period 1 April 2018 to 31 March 2019. | |
| OPTIONS CONSIDERED BUT REJECTED: <ol style="list-style-type: none">1. To note the report and request any remedial actions for under achieving indicators, if appropriate and required.2. To request further information before any remedial actions are undertaken. | |
| CABINET MEMBER(S): | |
| DECLARATION OF INTEREST BY CABINET MEMBER(S) RESPONSIBLE FOR DECISION: | |
| DISPENSATIONS GRANTED : | N/A |
| CONFLICT OF INTERESTS DECLARED BY A CABINET MEMBER CONSULTED IN RESPECT OF THIS DECISION: | |

REFERENCE NO: C/010/290719

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| URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES | NO |
| SUBJECT: SUBMISSION OF THE EXPRESSIONS OF INTEREST TO THE COAST TO CAPITAL (C2C) LOCAL ENTERPRISE PARTNERSHIP (LEP) LOCAL GROWTH FUND FOR IMPROVEMENTS TO THE PUBLIC REALM IN LITTLEHAMPTON TOWN CENTRE | |
| OFFICER CONTACT: Denise Vine, Group Head of Economy Ext 37846 denise.vine@arun.gov.uk | |

EXECUTIVE SUMMARY:

This report seeks:

- the agreement of Cabinet for the submission of the Expression of Interest to the Coast to Capital (C2C) Local Enterprise Partnership (LEP) Local Growth Fund for improvements to the public realm in Littlehampton Town Centre (Phase 3); and
- the agreement of the Council's responsibilities as Accountable Body under the Terms and Conditions of the grant scheme and the authority to spend the grant should funding be awarded.

DECISION:

RESOLVED – that

- (1) the submission of the Expression of Interest to Coast to Capital (C2C) Local Enterprise Partnership (LEP) Local Growth Fund for improvements to the public realm in Littlehampton Town Centre (East Street through to High Street Junction and Beach Road Phase 3), be noted and endorsed;
- (2) the submission of the Full Business case to the LEP Local Growth Fund should the Council be invited to do so, be endorsed; and
- (3) if the Full Business Case bid is successful, the grant spend and delivery of public realm project be authorised.

Following consideration, the Cabinet confirmed its decision as per Decision Notice C/010/290719 a copy of which is attached to the signed copy of the Minutes.

REASON FOR THE DECISION:

To ensure executive support for the submission of the bid and, if successful, delivery of the project.

To increase economic growth in Littlehampton via new business turnover, jobs and businesses

OPTIONS CONSIDERED BUT REJECTED:

To not agree the recommendations and not take the opportunity to progress Phase 3 of the Littlehampton Public Realm Improvements should the funding be awarded.

CABINET MEMBER(S):

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

DISPENSATIONS GRANTED :

N/A

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

REFERENCE NO: C/011/290719

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| URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES | NO |
| SUBJECT: COMMUNITY INFRASTRUCTURE LEVY (CIL) IMPLEMENTATION AND REQUEST TO CREATE CIL OFFICER ROLE | |
| OFFICER CONTACT: Nicki Faulkner, Principal Planner, Planning Policy & Conservation Ext 37645 nicki.faulkner@arun.gov.uk | |

EXECUTIVE SUMMARY:

The Council is preparing a CIL Charging Schedule which, once adopted and in effect, will be applied to new development on a £/sqm basis.

Based on an assessment of likely levels of development over the Arun Local Plan period (2020 to 2031), it is expected that the council could raise approximately £30million in CIL receipts to be spent on infrastructure required as a result of planned growth.

Subject to the outcomes of an independent Examination of the Arun CIL Draft Charging Schedule (DCS), the aim is to adopt a CIL Charging Schedule towards the end of 2019 and for the schedule to come into effect early 2020.

The aim of this report is to raise awareness of CIL and the implementation process.

Also, the report seeks agreement to forward fund a CIL Officer, at a total cost of £49,000 per annum. These costs will be recouped from year three of CIL coming into effect onwards.

DECISION:

RESOLVED – that

1. agreement be given to forward fund a CIL Officer post at a total cost of £49,000 per annum, to sit within the Planning Policy Team and that the post will be included in the budget for 2020/21 onwards; and
2. if the Officer is employed during 2019/20 the post can be funded from the Corporate underspend. It should be noted that the 2 year forward funded cost of the post will be recouped in year 3 from using up to 5% of CIL receipts received in years 1-3 of CIL being in effect. From year 4 onwards the CIL Officer post will be fully funded by CIL receipts.

Following consideration, the Cabinet confirmed its decision as per Decision Notice C/011/290719, a copy of which is attached to the signed copy of the Minutes.

REASON FOR THE DECISION:

The aim of this report is to raise awareness of CIL and the implementation process.

OPTIONS CONSIDERED BUT REJECTED:

Not to employ a CIL Officer. This will mean that the role of setting up the implementation of CIL will be left to officers who are under resource pressures to manage S106 monitoring and planning policy work. Without an efficient and well resourced CIL procedure in place, the council will take longer to implement CIL (there may be a longer delay between adoption of CIL and it coming into effect). Furthermore, the council will be at risk of missing

out on CIL income through missing cases, miscalculating liabilities, failing to defend appeals, or not pursuing non-payers.

CABINET MEMBER(S):

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

DISPENSATIONS GRANTED :

N/A

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

REFERENCE NO: C/012/290719

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| URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES | NO |
| SUBJECT: LOCAL HOUSING (PROPERTY) COMPANY - TRISANTO | |
| OFFICER CONTACT: Karl Roberts, Director of Place Ext 37760 karl.roberts@arun.gov.uk | |

EXECUTIVE SUMMARY:

This report seeks authorisation to terminate the Local Housing (Property) Company, Trisanto as it is considered that it is no longer needed having regard to the removal of the cap on the Housing Revenue Account which therefore allows additional homes "to be funded".

DECISION:

RECOMMEND TO FULL COUNCIL

That the Trisanto Development Corporation be formally closed, and appropriate actions taken to give effect to this decision,

Following consideration, the Cabinet confirmed its decision as per Decision Notice C/012/290719, a copy of which is attached to the signed copy of the Minutes.

REASON FOR THE DECISION:

The Council has concluded that there is no longer a need to have a separate local housing (property) company.

OPTIONS CONSIDERED BUT REJECTED:

1. Develop an action plan to make the company active
2. Make the company dormant

CABINET MEMBER(S):

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

DISPENSATIONS GRANTED :

N/A

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

REFERENCE NO: C/013/290719

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| URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES | NO |
| SUBJECT: OVERVIEW SELECT COMMITTEE - 25 JUNE 2019 | |
| OFFICER CONTACT: Jackie Follis, Group Head of Policy Ext 37580 jackie.follis@arun.gov.uk | |

EXECUTIVE SUMMARY:

The Group Head of Policy presented the recommendations for consideration from the meeting of the Overview Select Committee held on 25 June 2019. As the recommendations at Minute 48 [Corporate Plan 2018-2022 – Quarter 4 and End of Year Performance Outturn for 1 April 2018 to 31 March 2019] had already been dealt with earlier on in the meeting, Cabinet was alerted to Minute 52 [Minutes of Meeting of the Council Tax Support Task and Finish Working Party on 16 April 2019] where it was recommended that the Council's current Council Tax Support income banded scheme be retained with no changes.

DECISION:

RECOMMEND TO FULL COUNCIL

That the Council's Council Tax Support (the income banded scheme) is retained, that is no change to the current scheme.

Following consideration, the Cabinet confirmed its decision as per Decision Notice C/013/290719, a copy of which is attached to the signed copy of the Minutes.

REASON FOR THE DECISION:

To approve the recommendations put forward by the meeting of the Overview Select Committee held on 25 June 2019.

OPTIONS CONSIDERED BUT REJECTED:

To not approve the recommendations of the meeting of the Overview Select Committee held on 25 June 2019.

CABINET MEMBER(S):

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

DISPENSATIONS GRANTED :

N/A

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

