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Committee Manager - Jane Fulton (Ext 37611)

26 November 2019

## **CABINET**

A meeting of the Cabinet will be held in **The Millennium Chamber, Littlehampton Town Council, Manor House, Church Street, Littlehampton BN17 5EW** on **Monday 9 December 2019 at 5.00 pm** and you are requested to attend.

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 - 6)

To approve as a correct record the Minutes of the Cabinet meeting held on 7 October 2019 (as attached).

6. BUDGET VARIATION REPORTS

To consider any reports from the Head of Corporate Support.

7. DIGITAL STRATEGY 2020-2025

(Pages 7 - 26)

Digital technology is rapidly changing our society, it is changing how we communicate, how we consume services, how we buy and sell things, how we learn and how we manage our lives. It is not about a technology, it's about delivering a joined-up customer experience, it is about meeting customer expectations, it's about transforming how we work, and it is about ensuring we have the right connectivity in place.

The Council has made some good progress with delivering digital services and this strategy builds on this work, it has been developed to ensure a coordinated and progressive approach and provides a common understanding of what we want to achieve and how moving forward.

8. EXTENDING ULTRAFast PUBLIC CONNECTIVITY

(Pages 27 - 32)

With the increased use of digital technology in our society there is a requirement to establish the network infrastructure is fit for purpose ensuring that, as a District, we are not digitally disadvantaged.

Initially this work began with the Gigabit project in conjunction with West Sussex County Council (WSCC); this proposal is to further extend this full fibre network to a further 100 public sector assets within the Bognor Regis and Littlehampton areas.

Increasing the amount of gigabit capable fibre within the District will enable it to be future-ready, ensuring that it is not left behind. Signalling our commitment to full fibre is an ambition for Arun and the wider county also increasing the possibility of accelerating the investment from commercial organisations to lead to a roll-out of fibre to the premise. This would enable homes and businesses to realise the benefits of ultra-fast connectivity.

It is intended to fully fund this offer from the West Sussex Business Rate Pilot for 2019/20, approval for this is via the West Sussex Leaders' Board meeting and the decision has now been postponed until their meeting in January 2020. However, this offer is only available until the end of December 2019, therefore requiring the costs to be initially underwritten by the Council whilst we gain approval for the external funding after the contracts have been signed.

9. ARUN IMPROVEMENT PROGRAMME - ANNUAL UPDATE (Pages 33 - 36)

The Arun Improvement Programme (AIP) considers proposals for new projects that enable process redesigns and service improvements typically using ICT capability to facilitate that change.

This report provides a high-level summary of the activities of the AIP over the last year.

10. BUDGET MONITORING REPORT TO 30 SEPTEMBER 2019 (Pages 37 - 52)

The Budget Monitoring Report sets out the Capital, Housing Revenue and General Fund Revenue budget performance to the end of September 2019.

11. BUSINESS RATE POOLING (Pages 53 - 56)

This report asks Members to note Arun's membership of a new West Sussex Business Rates pool from April 2020 and to grant delegated authority to the Group Head of Corporate Support, in consultation with the Cabinet Member for Corporate Support, to agree the detailed arrangements for the pool.

12. WEST SUSSEX DISABLED FACILITIES GRANT POLICY (Pages 57 - 84)  
The report seeks approval of the West Sussex Disabled Facilities Grants Policy which has been developed in Partnership with West Sussex County Council and all the West Sussex District and Borough Councils to utilise the Better Care Funding more flexibly, improve consistency and enable residents to live more independently within their own home.
13. SECTION 106 OBLIGATIONS AGREED, SECURED AND RECEIVED SUMMARY (Pages 85 - 96)  
This report presents a summary of Section 106 data concerning planning obligations.
14. ARUN ECONOMIC DEVELOPMENT STRATEGY 2020-2025 (Pages 97 - 188)  
This report presents the new Arun Economic Development Strategy 2020-2025, Creating our Future, and the Economic Profile for Arun 2019 (the evidence base).  
The Strategy priorities are based on the conclusions and findings of the evidence base. The document identifies a range of opportunities for each priority that will support and progress economic development in Arun.
15. REVENUES AND BENEFITS RISK BASED VERIFICATION POLICY (Pages 189 - 202)  
This report seeks Cabinet approval for the adoption of Risk Based Verification in the administration of Housing Benefit and Council Tax Reduction claims.
16. SUPPLEMENTARY ESTIMATE FOR NIGHTLY PAID ACCOMMODATION TO MEET THE COUNCIL'S STATUTORY HOMELESS DUTIES (Pages 203 - 206)  
This report provides an update on the budgetary position in respect of nightly paid accommodation to meet the Council's statutory homeless duties through a supplementary estimate of £500k net expenditure for 2019/20.
17. MODERNISATION OF THE HOUSING SERVICE (Pages 207 - 218)  
This report seeks Member approval for the financial implications of the modernisation of the Housing Service.

18. ARUN WELLBEING AND HEALTH PARTNERSHIP - 16 OCTOBER 2019 (Pages 219 - 224)

To receive and note the Minutes of the meeting of the Arun Wellbeing and Health Partnership held on 16 October 2019, as attached.

19. JOINT AREA COMMITTEES (Pages 225 - 232)

To consider and note the Minutes of the meetings (as attached) of the Joint Area Committees as set out below:-

- (a) Joint Eastern Arun Area Committee – 11 June 2019
- (b) Joint Western Arun Area Committee – 19 June 2019

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

20. ENVIRONMENT & LEISURE WORKING GROUP - 7 NOVEMBER 2019 (Pages 233 - 238)

To consider recommendations from the meeting of the Environment & Leisure Working Group held on 7 November 2019. There are recommendations at:

- Minute 11 [Safer Arun Partnership – Annual Review]; and
- Minute 12 [Climate Change and Sustainability]

21. EXEMPT INFORMATION

The Committee is asked to consider passing the following resolution:-

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 item of business on the grounds that it may involve the likely disclosure of exempt information as defined in Part 1 and Part 5 of Schedule 12A of the Act by virtue of the paragraph specified against the item.

22. DISPOSAL OF FREEHOLD INTEREST IN LAND ON WEST BANK OF THE RIVER ARUN, INCLUDING LITTLEHAMPTON MARINA (Pages 239 - 250)

Authority is sought from Cabinet for the disposal of freehold land on the West Bank of the River Arun including Littlehampton Marina, for best consideration to deliver the strategic development option for this site as part of an agreed and comprehensive masterplan.

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 - [Filming Policy](#)