

Committee Manager - Jane Fulton (Ext 37611)

20 December 2019

CABINET

A meeting of the Cabinet will be held in **The Pink Room, at the Arun Civic Centre, Maltravers Road, Littlehampton, West Sussex BN17 5LF** on **Monday 13 January 2020 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

To approve as a correct record the Minutes of the Cabinet meeting held on 9 December 2019 (to be circulated separately).

6. BUDGET VARIATION REPORTS

To consider any reports from the Head of Corporate Support.

7. LITTLEHAMPTON PUBLIC REALM IMPROVEMENTS - PHASE 3 - BEACH ROAD/EAST STREET (Pages 1 - 6)

This report provides details of the next phase of public realm works in Littlehampton.

8. AWARD OF RESPONSIVE REPAIRS AND VOIDES CONTRACT FOR COUNCIL HOUSING STOCK (Pages 7 - 10)

Arun District Council's (ADC) contract for Responsive Repairs and Void Refurbishment has been tendered in accordance with current EU public procurement legislation and Standing Orders. This report provides a brief summary of the procurement process and details the results of the tender evaluation. A recommendation for the award of Contract is provided based on results of the tender evaluation process.

9. AUDIT & GOVERNANCE COMMITTEE - 21 NOVEMBER 2019 (Pages 11 - 16)

Cabinet is asked to consider a recommendation from the meeting of the Audit & Governance Committee held on 21 November 2019 at Minute 311 [Update on the Progress of the Council's Property Investment Fund (PIF)].

The Minutes from that meeting along with the Officer's report are attached.

ITEMS PUT FORWARD BY THE OVERVIEW SELECT COMMITTEE AND WORKING GROUPS

There are currently no items to bring forward from the last round of meetings.

10. 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.

11. PEST CONTROL SERVICE REVIEW

(Pages 17 - 28)

The Council currently operates an in-house pest control service and this report explains the review that has taken place and contains the findings and recommendations.

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](#)