**ARUN DISTRICT COUNCIL**
**NOTICE OF DECISIONS TAKEN BY INDIVIDUAL CABINET MEMBERS ON THURSDAY 05 JUNE 2014**

<table>
<thead>
<tr>
<th>REFERENCE NO.</th>
<th>DECISION</th>
<th>CABINET MEMBER</th>
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<tbody>
<tr>
<td>ICM/136/050614</td>
<td>Redundancy of Member of Staff in Housing [Exempt – Paragraph 1 – Information Relating to Individuals]</td>
<td>Wensley</td>
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<tr>
<td>ICM/137/050614</td>
<td>Virement of Funding for Redundancy of Member of Staff in Housing [Exempt – Paragraphs 1 &amp; 3 – Information Relating to Individuals &amp; Business Affairs]</td>
<td>Elkins</td>
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<tr>
<td>ICM/138/050614</td>
<td>Hotham Park Café Lessee/Operator Proposed Heads of Terms</td>
<td>Wensley</td>
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<td>ICM/139/050614</td>
<td>Flexible Retirement of a Member of Staff [Exempt – Paragraphs 1 &amp; 3 – Information Relating to Individuals &amp; Business Affairs]</td>
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PLEASE NOTE THIS DECISION WILL COME INTO EFFECT AS FROM 10.00 A.M. ON MONDAY 16 JUNE 2014 UNLESS THE CALL-IN PROCESS IS APPLIED

PLEASE NOTE NO DECISIONS HAVE BEEN NOTIFIED FOR 12 JUNE 2014
THE INFORMATION IN THIS REPORT IS OF A CONFIDENTIAL OR EXEMPT NATURE AND IS NOT FOR PUBLICATION BY VIRTUE OF PARAGRAPH 3 – INFORMATION RELATING TO FINANCIAL OR BUSINESS AFFAIRS OF ANY PARTICULAR PERSON - OF PART 1 OF SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972

PART B: INDIVIDUAL CABINET MEMBER DECISION

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

**CABINET MEMBER RESPONSIBLE:** Cllr Dudley Wensley

**SUBJECT:** Housing Services – Additional funding requirement

**OFFICER CONTACT:** Brian Pople  EXTN:37718  E-Mail: brian.pople@arun.gov.uk

**EXECUTIVE SUMMARY:**
This report explains where as a result of a planned restructure within the Housing Maintenance Service, a post has been identified as redundant. Approval is sought for the redundancy. The cost involved is able to be recouped in less than three years as result of savings achieved as part of the overall restructure proposal. There are no additional costs to the Council in relation to the payment of pension. The Cabinet Member for Housing has been asked to approve the virement of £41,500 from the Housing Revenue Account and the ICM (ICM/137/050614) is attached for information. This decision by the Cabinet Member for Corporate Governance will only be implemented if the funding virement is approved.

**DECISION:**
To agree to the redundancy of a member of staff in Housing, dependent upon virement of costs from the Housing Revenue Account. The Cabinet Member for Housing has been asked to approve the virement of £41,500 from the Housing Revenue Account and the ICM (ICM/137/050614) is attached for information. This decision by the Cabinet Member for Corporate Governance will only be implemented if the funding virement is approved.

**REASONS FOR THE DECISION:**
1. To restructure Housing Maintenance Services to provide an improved service for Tenants and the Council.

2. Efforts have been made, in line with the Council's Employment Stability Agreement, including some retraining, to find suitable alternative employment within Arun District Council, but these have not proved successful in the case of this employee.

3. The total cost of the redundancy arrangement - £41,500 – can be met from the Housing Revenue Account. These costs will be recouped in less than three years.

4. Corporate Board have approved the arrangements for the redundancy

**OPTIONS CONSIDERED BUT REJECTED:**
Not to agree to the redundancy of the staff member in Housing

**CABINET MEMBER(S)**

| DECLARATION OF INTEREST BY CABINET MEMBER(S) RESPONSIBLE FOR DECISION | N/A |
| DISPENSATIONS GRANTED | N/A |
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<tr>
<td>Relevant Cabinet Member</td>
<td>[Signature]</td>
<td>3 June 2019</td>
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<td>Leader of Cabinet</td>
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PART B : INDIVIDUAL CABINET MEMBER DECISION

URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES? NO
CABINET MEMBER RESPONSIBLE: Cllr Roger Elkins
SUBJECT: Virement of Funding for Redundancy of member of staff in Housing
OFFICER CONTACT: Brian Pople EXT:37718 E-Mail: brian.pople@arun.gov.uk

EXECUTIVE SUMMARY: This report explains where as a result of a planned restructure within the Housing Maintenance Service, a redundancy has been identified. Approval is sought to fund the redundancy payment from the Housing Revenue Account budget. The cost involved is able to be recouped in less than three years as result of savings achieved as part of the overall restructure proposal. There are no additional costs to the Council in relation to the payment of pension. Delegated authority for the actual redundancy rests with the Cabinet Member for Corporate Governance and a copy of the relevant ICM (ICM/136/050614) is attached for information.

DECISION:
In line with the Scheme of Delegation, that the funding required for the redundancy of a member of staff in Housing, a sum of £41,500, be provided by virement from the Housing Revenue Account. Delegated authority for the actual redundancy rests with the Cabinet Member for Corporate Governance and a copy of the relevant ICM (ICM/136/050614) is attached for information.

REASONS FOR THE DECISION:
1. To restructure Housing Maintenance Services to provide an improved service for Tenants and the Council.
2. Efforts have been made, in line with the Council’s Employment Stability Agreement, including some retraining, to find suitable alternative employment within Arun District Council, but these have not proved successful in the case of this employee.
3. The total cost of the redundancy arrangement - £41,500 – can be met from the Housing Revenue Account. These costs will be recouped in less than three years.
4. Corporate Board have approved the arrangements for the redundancy

OPTIONS CONSIDERED BUT REJECTED:
1. Not to agree to the virement of £41,500 from the Housing Revenue Account to fund the redundancy of the member of staff in Housing.

CABINET MEMBER(S)
DECLARATION OF INTEREST BY CABINET MEMBER(S) RESPONSIBLE FOR DECISION: N/A
DISPENSATIONS GRANTED: N/A
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PART B : INDIVIDUAL CABINET MEMBER DECISION

URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES?

ICM No. 1CM 138 050614

NO

CABINET MEMBER RESPONSIBLE:

Councillor Wensley

SUBJECT: Hotham Park Café lessee / operator proposed Heads of Terms

OFFICER CONTACT: Denise Vine  EXTN: 37846  E-Mail: denise.vine@arun.gov.uk

EXECUTIVE SUMMARY:

To agree the Heads of Terms of the lessee / operator of the new café in Hotham Park.

DECISION:

The Cabinet Member agrees these Head of Terms and instructs officers to progress the procurement of an operator for the new café in Hotham Park based on these principle terms.

REASONS FOR THE DECISION:

The HoTs are acceptable and appropriate. The project can be progressed and an operator for the café can be procured.

OPTIONS CONSIDERED BUT REJECTED:

a) Amend the HoTs – considerable analysis of comparative values have been carried out and it is thought these represent both a reasonable return on the councils investment whilst also being commercially attractive to prospective tenants.

b) Refuse these HoTs – the project cannot progress and a café operator will not be procured to run the café.

CABINET MEMBER(S)

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

DISPENSATIONS GRANTED:

ANY CONFLICT OF INTEREST DECLARED BY A CABINET MEMBER WHO IS CONSULTED BY THE MEMBER TAKING THE DECISION:

DECISION BY:  SIGNATURE:  DATE:

Relevant Cabinet Member

Leader of Cabinet

5th June 2014
THE INFORMATION IN THIS REPORT IS CONFIDENTIAL AND EXEMPT FROM PUBLICATION BY VIRTUE OF PARAGRAPHS 1 & 3 SCHEDULE 12A LOCAL GOVERNMENT ACT 1972 AS IT INVOLVES INFORMATION RELATING TO AN INDIVIDUAL.

PART B: INDIVIDUAL CABINET MEMBER DECISION

| URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES? | NO |
| CABINET MEMBER RESPONSIBLE: | Cllr Dudley Wensley |
| SUBJECT: Flexible Retirement of a member of staff |
| OFFICER CONTACT: Brian Pople EXTN: 37718 E-Mail: brian.pople@arun.gov.uk |

EXECUTIVE SUMMARY: The report explains the background to the request for Flexible Retirement made by a member of staff and the implications for the service. The request must be approved by the Cabinet Member for Corporate Governance.

DECISION:
To approve the Flexible Retirement request and the proposed resulting savings of £10,240 per annum.

REASONS FOR THE DECISION:
To make a saving of £10,240 per annum, with limited impact on service delivery.

OPTIONS CONSIDERED BUT REJECTED:
Not to approve the Flexible Retirement request.

CABINET MEMBER(S)

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

DISPENSATIONS GRANTED:

ANY CONFLICT OF INTEREST DECLARED BY A CABINET MEMBER WHO IS CONSULTED BY THE MEMBER TAKING THE DECISION:

DECISION BY: SIGNATURE: DATE:
Relevant Cabinet Member [Signature] 5/6/14
Leader of Cabinet
PART B: INDIVIDUAL CABINET MEMBER DECISION

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<td>CABINET MEMBER RESPONSIBLE:</td>
<td>Cllr Roger Elkins</td>
</tr>
<tr>
<td>SUBJECT: OUTCOME OF AN OFFICIAL COMPLAINT REGARDING A WATER LEAK IN COUNCIL OWNED BUILDING</td>
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<tr>
<td>OFFICER CONTACT: Elaine Gray</td>
<td>EXTN: 37823 E-Mail: <a href="mailto:elaine.gray@arun.gov.uk">elaine.gray@arun.gov.uk</a></td>
</tr>
</tbody>
</table>

**EXECUTIVE SUMMARY:** This report explains the background to, and outcome of, an investigation into a complaint in respect of a water leak in a Council owned building.

**DECISION:**
To note the outcome of the investigation into the complaint and agree the award of an ex-gratia payment of £628.61.

**REASONS FOR THE DECISION:**
1. The complaint has been fully investigated by the Maintenance Services Manager.
2. The outcome of the complaint investigation was that two claims for compensation should be met by way of ex-gratia payments totalling £628.61.

**OPTIONS CONSIDERED BUT REJECTED:**
(Add any further options which arise from the consideration of this decision)

**CABINET MEMBER(S)**

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

**DISPENSATIONS GRANTED:**

**ANY CONFLICT OF INTEREST DECLARED BY A CABINET MEMBER WHO IS CONSULTED BY THE MEMBER TAKING THE DECISION:**

**DECISION BY:** Relevant Cabinet Member
**SIGNATURE:**
**DATE:** 21/05/2014

Leader of Cabinet