## ARUN DISTRICT COUNCIL
### NOTICE OF DECISIONS TAKEN BY INDIVIDUAL CABINET MEMBERS ON THURSDAY 31 OCTOBER 2013

<table>
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<tr>
<th>REFERENCE NO.</th>
<th>DECISION</th>
<th>CABINET MEMBER</th>
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<tr>
<td>ICM/061/311013</td>
<td>Authority to Rectify the Land Registry Title Plan [Exempt – Paragraphs 1,2 &amp; 3 - Information Relating to Individuals, Identity of an Individual &amp; Business Affairs]</td>
<td>Wensley</td>
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<td>ICM/062/311013</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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<td>ICM/064/311013</td>
<td>Award of Contract for Refurbishment Works at Glenlogie, Clarence Road, Bognor Regis [Exempt – Paragraph 3 – Information Relating to Business Affairs]</td>
<td>Elkins</td>
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<tr>
<td>ICM/065/311013</td>
<td>Award of Contract for Structural Underpinning and Ancillary Works to 37 &amp; 39 Canada Road, Arundel. There is one leased and one Council owned property in the contract [Exempt – Paragraph 3 – Information Relating to Business Affairs]</td>
<td>Elkins</td>
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*This decision has been deferred*

**PLEASE NOTE THE SIGNED DECISIONS WILL COME INTO EFFECT AS FROM 10.00 AM ON THURSDAY 07 NOVEMBER 2013 UNLESS THE CALL-IN PROCESS IS APPLIED**
THE INFORMATION IN THIS REPORT IS OF A CONFIDENTIAL OR EXEMPT NATURE AND IS NOT FOR PUBLICATION BY VIRTUE OF PARAGRAPHS 1, 2 AND 3 OF PART 1 OF SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972, AS AMENDED.

PART B: INDIVIDUAL CABINET MEMBER DECISION

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

CABINET MEMBER RESPONSIBLE:
Councillor Dudley Wensley

SUBJECT: Authority to rectify Land Registry Title Plan

OFFICER CONTACT: Paul Symes  EXTN: 37585  E-Mail: paul.symes@arun.gov.uk

EXECUTIVE SUMMARY: Authority for the Council to pay the legal and land registry fees up to a value of £1500 and prepare and submit a Deed of Correction to the Land Registry.

The issue relates to a boundary between two former council houses. The actual position of the boundary is correct but the Land Registry Plan is wrong due to the Council attaching an incorrect plan to the transfer document of the second property sold.

The owner of one of the former council houses has made a complaint about the position of the boundary. The complaint has been investigated and the conclusion is that the boundary is in the correct position but the Land Registry plan is incorrect. The Council’s officers suggest that this matter be resolved by a deed of correction being entered into and registered with the Land Registry. The complainant will need legal representation as will the complainant’s mortgagee. The cost of the legal fees will be more than the limit of £500 which can be authorised by the officers. Before the above proposal is offered to the complainant Cabinet Member Authority is sought to incur this expenditure. In accordance with the Council’s Constitution Part 3 Paragraph 3.2.2.3. the Cabinet Member for Housing has been consulted and has confirmed/has not confirmed his agreement with the recommendation in this report.

DECISION:

1. The Council pays the legal and land registry costs to correct the land registry plan, up to a value of £1500. The costs to include the reasonable legal fees of the complainant and their mortgagee along with the Land Registry fee for the variation.
2. The Council to prepare and submit a "Deed of Correction" to reflect how the boundaries should have been represented at the time of sale of the second property, which belongs to the complainant.

REASONS FOR THE DECISION:

To rectify an incorrectly recorded Title Plan of a boundary between two houses previously owned by the Council.

OPTIONS CONSIDERED BUT REJECTED:

Not to pay the legal and land registry fees up to a value of £1500 and not to prepare and submit a Deed of Correction to Land Registry

(Add any further options which arise from the consideration of this decision)

CABINET MEMBER(S)
THE INFORMATION IN THIS REPORT IS OF A CONFIDENTIAL OR EXEMPT NATURE AND IS NOT FOR PUBLICATION BY VIRTUE OF PARAGRAPHS 1,2 and 3 OF PART 1 OF SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972, AS AMENDED.

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<th>DECLARATION OF INTEREST BY CABINET MEMBER(S) RESPONSIBLE FOR DECISION:</th>
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<td>DISPENSATIONS GRANTED:</td>
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<th>ANY CONFLICT OF INTEREST DECLARED BY A CABINET MEMBER WHO IS CONSULTED BY THE MEMBER TAKING THE DECISION:</th>
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<th>SIGNATURE:</th>
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<tr>
<td>Relevant Cabinet Member</td>
<td></td>
<td>29/10/13</td>
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<tr>
<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 Dudley Wensley |

**SUBJECT:** Flexible Retirement of a member of staff

**OFFICER CONTACT:** Jackie Follis  **EXTN:** 37580  **E-Mail:** Jackie.follis@arun.gov.uk

**EXECUTIVE SUMMARY:** This report explains the background to the request and the implications for the service. The request needs to be approved by the Cabinet Member for Corporate Governance.

**DECISION:**

c) To approve the Flexible Retirement request and the proposed saving of £27,800 per annum from 2014/15.
d) To approve a virement of £27,800 from the corporate contingencies budget to fund the one off (up front) cost of flexible retirement.

**REASONS FOR THE DECISION:**
To make a saving of £27,800 per annum, without an 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:** Relevant Cabinet Member  **SIGNATURE:** 31 October 2013  **DATE:** Leader of Cabinet
PART B : INDIVIDUAL CABINET MEMBER DECISION

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

ICM No. ICM 063/31013

NO

CABINET MEMBER RESPONSIBLE:

Cllr Dudley Wensley

SUBJECT: Flexible Retirement of a member of staff

OFFICER CONTACT: Jackie Follis  EXTN: 37580  E-Mail: Jackie.follis@arun.gov.uk

EXECUTIVE SUMMARY: This report explains the background to the request and the implications for the service. The request needs to be approved by the Cabinet Member for Corporate Governance.

DECISION:

Allow the said member of staff to take Flexible Retirement, reducing her full time hours by 7.4 resulting in an ongoing saving of £6,750.

REASONS FOR THE DECISION:

To make a saving of £6,750 per annum, without a detrimental 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: Relevant Cabinet Member

SIGNATURE: 

DATE: 31 October 2013

Leader of Cabinet
PART B : INDIVIDUAL CABINET MEMBER DECISION

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<td>CABINET MEMBER RESPONSIBLE:</td>
<td>Cllr Roger Elkins</td>
<td></td>
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<td>SUBJECT: Award of contract for refurbishment works at Glenlogie, Clarence Road, Bognor Regis</td>
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**OFFICER CONTACT:** Steve Beer **EXTN:** 37908 **E-Mail:** steve.beer@arun.gov.uk

**EXECUTIVE SUMMARY:** This report explains the background to this project, summarises the tenders received from contactors to carry out the work, and recommends the award of a contract to the first place bidder.

**DECISION:**
To proceed with this project and award the contract for the conversion of the existing bedsit units with shared bathroom and kitchen facilities to 5 No. 2 bedroom and 1 No. 1 bedroom self-contained units to the lowest priced tenderer.

**REASONS FOR THE DECISION:**
To provide 6 no. units of self-contained family temporary accommodation in central Bognor Regis

**OPTIONS CONSIDERED BUT REJECTED:**
1. To not proceed with the project
2. To retender the project to see if more competitive prices could be obtained.

(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:** 31 October 2013

Leader of Cabinet