**ARUN DISTRICT COUNCIL**
**NOTICE OF DECISIONS TAKEN BY INDIVIDUAL CABINET MEMBERS ON THURSDAY 25 JULY 2013**

<table>
<thead>
<tr>
<th>REFERENCE NO.</th>
<th>DECISION</th>
<th>CABINET MEMBER</th>
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<tbody>
<tr>
<td>ICM/036/250713</td>
<td>Discretionary Rate Relief – Acceptance of New Awards</td>
<td>Dingemans</td>
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<td>ICM/037/250713</td>
<td>Arun Leisure Centre Management Board – Minutes of meeting held on 11 July 2013</td>
<td>Derdle</td>
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<tr>
<td>ICM/038/250713</td>
<td>Bognor Regis Sainsbury’s Section 106 Funding Allocations: Amendments to Legal Agreements</td>
<td>Mrs Brown</td>
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**PLEASE NOTE THE SIGNED DECISION WILL COME INTO EFFECT AS FROM 10.00AM ON THURSDAY 1 AUGUST 2013 UNLESS THE CALL-IN PROCESS IS APPLIED**
PART B: INDIVIDUAL CABINET MEMBER DECISION

URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES? NO
CABINET MEMBER RESPONSIBLE: Cllr Norman Dingemans
SUBJECT: Discretionary Rate Relief – Acceptance of new awards
OFFICER CONTACT: Iain Bell EXTN: 37633 E-Mail: iain.bell@arun.gov.uk

EXECUTIVE SUMMARY:
Decision to award Discretionary Rate relief for the period 1st April 2013 to 31st March 2014

DECISION:
That the recommendation be agreed.

REASONS FOR THE DECISION:
To award Discretionary Rate Relief for the applications marked on the attached schedule for the period 1st April 2013 to 31st March 2014 in accordance with the agreed criteria as approved by Cabinet on the 26th July 2010.

OPTIONS CONSIDERED BUT REJECTED:
To not award Discretionary Rate Relief to those organisations shown on the attached schedule for the period 1st April 2013 to 31st March 2014

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

[Signature]

25/7/13
# PART B: INDIVIDUAL CABINET MEMBER DECISION

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<td>CABINET MEMBER RESPONSIBLE:</td>
<td>Councillor Dendle</td>
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<tr>
<td>SUBJECT:</td>
<td>Arun Leisure Centre Management Board – Minutes of meeting held on 11 July 2013</td>
</tr>
<tr>
<td>OFFICER CONTACT:</td>
<td>Erica Fredericks  EXTN: 37547  E-mail: <a href="mailto:erica.fredericks@arun.gov.uk">erica.fredericks@arun.gov.uk</a></td>
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</table>

**EXECUTIVE SUMMARY:** To approve the Minutes of the meeting of the Arun Leisure Centre Management Board held on 11 July 2013

**DECISION:** To approve the Minutes of the meeting of the Arun Leisure Centre Management Board held on 11 July March 2013

**REASONS FOR THE DECISION:** To approve the Minutes of the meeting of the Arun Leisure Centre Management Board held on 11 July 2013

**OPTIONS CONSIDERED BUT REJECTED:** To not approve the Minutes of the meeting of the Arun Leisure Centre Management Board held on 11 July 2013.

### CABINET MEMBER(S)

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Subject to approval at the next meeting

MEETING OF THE ARUN LEISURE
CENTRE MANAGEMENT BOARD

11 July 2013 at 4pm

Present: Councillors Mrs Madeley (Chairman), Mrs Stainton, Jones

WSCC School Governors: Mr M Monk.

Also present were Mr P Graham (Events & Leisure Development Officer – ADC), substituting for Mrs P Dart – Assistant Director of Environmental Services - ADC), Mr P Broggi (Property & Estates Manager – ADC), (Mr J Stride (Chief Executive – Inspire Leisure), Mr A Smith (Centre Manager – Arun Leisure Centre), Mr P Rayner (Business Manager – Felpham Community College, substituting for Mr Anstiss, Headteacher - Felpham Community College), Mr S Elliott (Project Manager – WSCC)[Present from minute 1 to 8].

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillor Patel - (ADC), Mr Anstiss (Headteacher – Felpham Community College), Mrs P Dart (Assistant Director of Environmental Services – ADC), Mr M Dickson (Inspire Leisure Trustee), Mrs J Moffat (WSCC School Governor).

2. DECLARATIONS OF INTEREST

There were no declarations.

3. MINUTES

The Minutes of the meeting held on 13 September 2012 were noted by the Board but could not be agreed as a correct record at the following meeting on 26 March 2013 as this meeting was not quorate. The Board, therefore, approved the minutes of the meeting on 13 September 2012 as a correct record. The Board also approved the minutes of the meeting held on 26 March 2013 as a correct record.

4. MATTERS THAT MEMBERS WISH TO RAISE

The Arun Leisure Centre Manager, in response to an action point from the last meeting on 26 March 2013, detailed in the minutes under minute 10, referred to the Arundel Hall floor’s life-span. He confirmed that the floor can be sanded four times during its life-span. It was reported that the floor had
been sanded twice. Two more sandings could be undertaken which would give the flooring 14 years of life expectancy.

5. **ITEMS NOT IN THE AGENDA WHICH THE CHAIRMAN OF THE MEETING IS PE THE OPINION SHOULD BE CONSIDERED AS A MATTER OF URGENCY BY REASON OF SPECIAL CIRCUMSTANCES**

No items were raised.

6. **CHANGE TO THE ORDER OF THE AGENDA**

The Chairman requested and the Board agreed to a change in the order of the agenda as the West Sussex County Council (WSCC) Project Manager had notified the Board of his need to leave early for another meeting in his schedule.

7. **EXEMPT INFORMATION**

The Board

RESOLVED

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

8. **ARUN LEISURE CENTRE JOINT LIAISON GROUP MEETING – 17 MAY 2013** (Exempt – Paragraph 3 – Information Relating to Financial or Business Affairs)

The Board received and noted the meeting notes of the Joint Liaison Group meeting held on 17 May 2013.

Discussion focused on:-

17 May 2012 – Key Items

- It was reported that the Joint Liaison Group had achieved a better working relationship adopting a coordinated approach. It was explained that the group deal with day to day maintenance issues as well as maintenance that requires longer term planning, with clear prioritisation of urgent needs and identifying budgets.
Subject to approval at the next meeting

- It was agreed that as Councillor Jones was new to the Arun Leisure Centre Management Board he would tour the Leisure Centre with the Arun Leisure Centre Manager.
- It was reported that the Amberley Bar work had been completed and the gym floor had been replaced.
- The swimming pool leak was discussed. The Property and Estates Manager (ADC) confirmed that money had been allocated to carry out works to identify a leak with a dry pressure test. As this would mean the swimming pool must be drained a suitable date for works would need to be agreed with Leisure Centre Management. The Chief Executive of Inspire Leisure confirmed that any identified leak could lead to the Leisure Centre reclaiming monies lost from the utility provider.
- It was noted that the existing tables and chairs used for exams at Felpham Community College were causing damage to the hall floor. The Property and Estates Manager (ADC) stated that as Arun District Council would like to protect their investment in the hall floor the Council had agreed to put forward a sum of money towards their replacement. Comment was made that it was hoped that West Sussex County Council would also contribute.

9. LEISURE STRATEGY CONSULTATION – UPDATE

The Events & Leisure Development Officer updated the Board on the progress of Arun District Council’s Leisure Strategy. It was confirmed that the Leisure Strategy had been agreed, following amendments, at the Full Council Meeting on the 15th May.

It was noted that a public document was in the process of being produced that would provide details of the final strategy. The Events & Leisure Development Officer stated that he would forward Board Members a copy when the document is ready for distribution.

It was confirmed that parts of the strategy were being implemented immediately with other, longer term projects, being planned. It was expected that up to £500,000 would be spent on the enhancement of the Arun Leisure Centre Gym and up to £350,000 for Astro turf.

The Events & Leisure Development Officer emphasised the positive working relationship that had been established with Inspire Leisure over the past months with good communication and regular consultation during progress meetings.

10. ARUN LEISURE CENTRE REPLACEMENT OF ASTRO TURF PITCH

The Board received a verbal update from the Events & Leisure Development Officer. It was stated that the Cabinet meeting on 24th June 2013 agreed that the artificial pitch required urgent replacement and
recognised that without investment it would have to close. Cabinet also noted that the replacement of the pitch was part of the Leisure Strategy. Cabinet decided that the drawing down of sufficient funding would be implemented to make up the shortfall following receipt of the funding decision from Sport England.

The Arun Leisure Centre Management Board was pleased that the Astro Turf Pitch would be replaced and ready for use by January 2014.

The Chief Executive of Inspire Leisure requested that any landscaping of the area to the South of the Leisure Centre be withheld as this land was reserved for another purpose. The Events & Leisure Development Officer confirmed that communication would be maintained between involved parties so that the task would be successfully completed.

11. **ARUN LEISURE CENTRE OPERATIONAL REPORT** (Exempt – Paragraph 3 – Information Relating to Financial or Business Affairs)

The Centre Manager presented Inspire Leisure’s regular operational report which updated Members on operational progress since the last meeting of the Board.

**Key Items –**

- It was reported that the programme of redecoration had continued. The Leisure Centre had received various repairs and painting/varnishing works to the exterior and interior of the building. Members of the Board agreed that this had given the Centre a good uplift and noted that this work would extend to other areas of the Centre under the maintenance programme.
- It was noted that Inspire Leisure continue to cut grass and tidy up the areas outside of the Centre despite their statutory duty being confined to the building. It was noted that responsibility for the upkeep of the area outside the Leisure Centre had not been acknowledged.
- It was reported that a meeting had been arranged to review the timing of school swimming in order to find a better operational balance with public swimming times.
- The Centre Manager informed the Board that Astro Turf Pitch 1 had been closed due to a large rip to its surface. It was felt that this pitch would probably remain closed until the installation of the new Astro Turf Pitch expected in December 2013.

The Chief Executive of Inspire Leisure commented that it was pleasing to have developed positive relationships with partners which had made life easier in terms of communication and partnership working.

Following a number of questions which were responded to at the meeting, the Board noted the report.
Subject to approval at the next meeting

12. **FELPHAM COMMUNITY COLLEGE – QUARTERLY REPORT**  
(Exempt – Paragraph 3 – Information Relating to Financial or Business Affairs)

The Board received a written report presented by the Felpham Community College Business Manager. The college’s excellent sporting achievements were noted with particular mention of the West Sussex Schools Triathlon. Several Members of the Board agreed that this event, held at the Inspire Leisure Centre was well organised and Felpham Community College’s pupils performed exceptionally.

13. **DATES OF FUTURE MEETINGS**

The Board noted the remainder of the scheduled meetings for 2013/14, with the start time confirmed at 4pm, as follows:

- Thursday, 12 September 2013
- Thursday, 5 December 2013
- Thursday, 13 March 2014

(The meeting concluded at 5.05 pm)
PART B : INDIVIDUAL CABINET MEMBER DECISION

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<td>CABINET MEMBER RESPONSIBLE:</td>
<td>Cllr Mrs Gillian Brown</td>
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<tr>
<td>SUBJECT: Bognor Regis Sainsbury's Section 106 funding allocations: amendments to legal agreements</td>
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<tr>
<td>OFFICER CONTACT:</td>
<td>Caroline Gosford  EXTN 37854  E-Mail: <a href="mailto:caroline.gosford@arun.gov.uk">caroline.gosford@arun.gov.uk</a></td>
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EXECUTIVE SUMMARY: Bognor Regis Sainsbury's Section 106 funding allocations: amendments to legal agreements to reflect some funding awards receiving the standard legal agreement for Section 106 grants and others receiving a Hire Agreement for goods purchased on their behalf by the Council.

DECISION:

To authorise the use of Hire Agreements as the legal contract between the Council and grant recipients where this delivers greater benefits to the grant recipients and the wider town centre

As recommended in report / as amended by Cabinet / Cabinet Member -

REASONS FOR THE DECISION:

To ensure that the Sainsbury's Section 106 funds deliver the maximum possible impact for Bognor Regis town centre.

OPTIONS CONSIDERED BUT REJECTED:

Not to authorise the use of Hire Agreements as the legal contract between the Council and grant recipients where this delivers greater benefits to the grant recipients and the wider town centre.

(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: [Signature]

DATE: 25/7/15

Leader of Cabinet