<table>
<thead>
<tr>
<th>REFERENCE NO.</th>
<th>DECISION</th>
<th>CABINET MEMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>ICM/086/200912</td>
<td>Arun Leisure Centre Management Board – Minutes of meeting held on 13 September 2012</td>
<td>Dendale</td>
</tr>
<tr>
<td></td>
<td>This decision has been deferred</td>
<td></td>
</tr>
<tr>
<td>ICM/087/270912</td>
<td>Cases of Hepatitis A Associated with a food business (Exempt – Paragraph 1 – Information Relating to Individuals)</td>
<td>Dendale</td>
</tr>
<tr>
<td>ICM/088/270912</td>
<td>Notice of Arun Wellbeing Commissioning Panel Decision for a commissioned Service for Emotional Wellbeing for Men</td>
<td>Wotherspoon</td>
</tr>
<tr>
<td>ICM/089/270912</td>
<td>Works in Default to a Privately Rented Property in Bognor Regis (Exempt – Paragraph 6 – Enactment of a Notice)</td>
<td>Elkins</td>
</tr>
</tbody>
</table>

PLEASE NOTE THAT SIGNED DECISIONS WILL NOT COME INTO EFFECT UNTIL 10.00 AM ON THURSDAY 4 OCTOBER 2012 UNLESS THE CALL-IN PROCESS IS APPLIED

PLEASE NOTE THAT THE FOLLOWING ICM HAS BEEN TAKEN AS AN URGENT DECISION FOR THE REASON GIVEN IN THE REPORT AND IS THEREFORE NOT SUBJECT TO CALL-IN

<table>
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<tr>
<td>ICM/090/200912</td>
<td>Urgent Authority to Vary the Agreement for Sale Relating to Car Parking Spaces on Land to the South of Arundel Town Hall (Exempt – Paragraph 3 – Information Relating to Business Affairs)</td>
<td>Wensley</td>
</tr>
</tbody>
</table>
**PART B : INDIVIDUAL CABINET MEMBER DECISION**

| URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES? | No |
| CABINET MEMBER RESPONSIBLE: | Councillor P Dendle |
| SUBJECT: | Cases of Hepatitis A associated with a food business |
| OFFICER CONTACT: | Nat Slade | EXTN: 37683 | e-Mail: nat.slade@arun.gov.uk |

**EXECUTIVE SUMMARY:**
This report recommends that a food business operator and a food handler are each sent a warning letter regarding apparent failings in personal hygiene which appear to have given rise to an outbreak of Hepatitis A via the sale of unsafe food.

**DECISION:**
A warning letter to be sent

**REASONS FOR THE DECISION:**
- The cases of Hepatitis were serious and there was evidence of a strong causal link that at least 2 members of the public were infected as a result of the offences.
- There was no evidence that the offence was committed deliberately, maliciously or for clear economic advantage.
- Generally, hygiene at the premises was good, and good management systems are in place. Additional steps have since been taken to avoid recurrence.
- There was no evidence of previous or on-going offences of a similar type.
- Repeated offences are unlikely and therefore the deterrent effect of prosecution is not appropriate.
- There was no lack of co-operation on the part of the defendant.

Whilst there was a strong causal link, the evidence is not strong enough for prosecution because of the training and systems in place. In addition, there are likely to be grounds of a defence of due diligence on the part of the food business operator.

**OPTIONS CONSIDERED BUT REJECTED:**
- Prosecution for non-compliance with Food Safety legislation
- A formal caution
- No further action.

**CABINET MEMBER(S)**

**DECLARATION OF INTEREST** BY CABINET MEMBER 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:** 27 September 2012

Leader of Cabinet
### PART B : INDIVIDUAL CABINET MEMBER DECISION

<table>
<thead>
<tr>
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<tr>
<td>CABINET MEMBER RESPONSIBLE:</td>
<td>Councillor Paul Wotherspoon</td>
</tr>
<tr>
<td>SUBJECT: Emotional Wellbeing for Men Programme</td>
<td></td>
</tr>
<tr>
<td>OFFICER CONTACT:</td>
<td>Name of Officer: Joy Bradbury-Ball</td>
</tr>
<tr>
<td></td>
<td>Ext: 37855</td>
</tr>
<tr>
<td></td>
<td>e-mail: <a href="mailto:joy.bradbure-ball@arun.gov.uk">joy.bradbure-ball@arun.gov.uk</a></td>
</tr>
</tbody>
</table>

**EXECUTIVE SUMMARY:** The Arun Wellbeing Commissioning Panel (AWCP) considered a tender received for the Emotional Wellbeing for Men programme and recommends the bid from the preferred bidder should be approved for funding.

**DECISION:** To agree the recommendations of the AWCP.

**REASONS FOR THE DECISION:** To allow the funding for the Arun Wellbeing Commissioning Funding to be allocated to the recommended project and drawn down in the current financial year.

**OPTIONS CONSIDERED BUT REJECTED:** Not to approve the recommendations made.

**CABINET MEMBER(S)**

<table>
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</tr>
</tbody>
</table>

**DECISION BY:**

| Relevance Cabinet Member |
| Leader of Cabinet |

**SIGNATURE:**

[Signature]

**DATE:**
THE INFORMATION IN THIS REPORT IS OF A CONFIDENTIAL OR EXEMPT NATURE AND IS NOT FOR PUBLICATION BY VIRTUE OF PARAGRAPH 6 OF PART 1 OF SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972, AS AMENDED

PART B : INDIVIDUAL CABINET MEMBER DECISION

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<tr>
<td>CABINET MEMBER RESPONSIBLE:</td>
<td>Councillor Roger Elkins</td>
</tr>
<tr>
<td>SUBJECT: WORKS IN DEFAULT TO A PRIVATELY RENTED PROPERTY IN BOGNOR REGIS</td>
<td></td>
</tr>
<tr>
<td>OFFICER CONTACT: Brian Pople EXTN: 37718 E-Mail: <a href="mailto:brian.pople@arun.gov.uk">brian.pople@arun.gov.uk</a></td>
<td></td>
</tr>
</tbody>
</table>

EXECUTIVE SUMMARY: Following the failure of a landlord to comply with a an Improvement Notice served under the Housing Act 2004, and undertake essential repairs to a privately rented property in Bognor Regis, the Report seeks approval to undertake works in default and reclaim the costs from the landlord.

DECISION:

1. That authority is sought to carry out works to the property, up to the value of £30,000, under the Housing Act 2004, which will be initially funded from the Council’s discretionary grants budget.

2. The cost of the works carried out including officer time is recovered on a monthly basis via the rental income paid direct to the Council.

REASONS FOR THE DECISION:

The Council are under a duty to take action, all other legal action has been exhausted and failed to ensure the essential repairs are carried out.

To carry out works in connection with a property when the tenants are elderly and vulnerable due to the condition of the property and reclaim such costs from the landlord.

OPTIONS CONSIDERED BUT REJECTED:

1. Do not undertake the works in default.

2. To undertake the works in default and place a charge on the property and the Council recovers the money when the property is sold.

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
Leader of Cabinet

SIGNATURE: [Signature]
DATE: 26th Sept 2012
THE INFORMATION IN THIS REPORT IS OF A CONFIDENTIAL OR EXEMPT NATURE AND IS NOT FOR PUBLICATION BY VIRTUE OF PARAGRAPH 3 OF PART 1 OF SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972, AS AMENDED.

PART B: LEADER AND DEPUTY LEADER DECISION

| URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES? | YES |
| CABINET MEMBERS RESPONSIBLE: | Cllr Mrs Brown and Cllr Wensley |
| SUBJECT: | Urgent authority to vary the Agreement for Sale relating to Car Parking Spaces on land to the south of Arundel Town Hall |
| OFFICER CONTACT: | Wendy Ashenden-Bax E-Mail: wendy.ashenden-bax@arun.gov.uk |

EXECUTIVE SUMMARY:

Urgent authority to vary the Agreement for Sale relating to Car Parking Spaces on land to the south of Arundel Town Hall:

- to extend the period of time as set out in clause 12.3 of the Agreement for Sale for the two car parking spaces on land at the rear of The Town Hall, Maltravers Street, Arundel, from 12 months to 24 months to the 30 September 2013
- in a subsequent deed to further vary the Agreement for Sale to:
  - extend the land being sold to include the three adjoining car parking spaces
  - increase the purchase price to £85,000
  - delete clause 7 relating to title guarantee and insert in its place ‘the Sellers title derives from the Local Government Act 1972 and the joint use and maintenance of the access between 1 April 1974 and the present day by its members employees agents and licensees
  - delete clause 12.1
  - renumber clause 12.2 as 12.1 and delete in the first line the words ‘to the right of way’
  - renumber clause 12.3 as 12.2

This matter has been delayed due to other District Council Matters having to be given priority.

The reason this decision is urgent is because the option period expires on 30 September 2012 and it is not practical to convene a quorate meeting of Full Council before that date and the delay of up to 12 months for receiving the sale proceeds is a departure from the budget approved by Full Council.

DECISION:

To vary the Agreement for Sale with regards to Car Parking spaces on land to the south of Arundel Town Hall

REASONS FOR THE DECISION:

To ensure that the Council’s position is not compromised on the sale of the car parking spaces.

OPTIONS CONSIDERED BUT REJECTED:

Not to vary the Agreement for Sale
THE INFORMATION IN THIS REPORT IS OF A CONFIDENTIAL OR EXEMPT NATURE AND IS NOT FOR PUBLICATION BY VIRTUE OF PARAGRAPH 3 OF PART 1 OF SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972, AS AMENDED.

CABINET MEMBERS
DECLARATION OF INTEREST BY CABINET MEMBERS 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:
Leader
Deputy Leader ϕ ϕ 20/1/12

PART C: REFERRAL TO FULL COUNCIL

REFERRED TO FULL COUNCIL MEETING DATE:
BY:

PART D: CALL IN – Not applicable please see Part A