ARUN DISTRICT COUNCIL
NOTICE OF DECISIONS TAKEN BY INDIVIDUAL CABINET MEMBERS ON THURSDAY 14 JANUARY 2016

<table>
<thead>
<tr>
<th>REFERENCE NO.</th>
<th>DECISION</th>
<th>CABINET MEMBER</th>
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<tr>
<td>ICM/071/140116</td>
<td>Drawdown of Housing Revenue Account (HRA) Budget to Fund Appointment of Part-Time Housing Policy &amp; Performance Officer</td>
<td>Elkins</td>
</tr>
<tr>
<td>ICM/072/140116</td>
<td>Award of Funding for Parks Community Group Projects</td>
<td>Chapman</td>
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<tr>
<td>ICM/076/140116</td>
<td>Arun Tide and Meteorological Station – Refurbishment for Health &amp; Safety</td>
<td>Chapman</td>
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</table>

This decision has been deferred

PLEASE NOTE THAT THE DECISIONS TAKEN WILL COME INTO EFFECT AS FROM 10.00 A.M. ON FRIDAY 22 JANUARY 2016 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 Roger Elkins |
| SUBJECT: DRAWDOWN OF HOUSING REVENUE ACCOUNT (HRA) BUDGET TO FUND APPOINTMENT OF PART-TIME HOUSING POLICY & PERFORMANCE OFFICER | |
| OFFICER CONTACT: | Brian Pople. Head of Housing |
| E-Mail: | brian.pople@arun.gov.uk |
| EXTN: | 37718 |

EXECUTIVE SUMMARY: Approval is sought to draw down permanent funding of £27,000 per annum pro rata from the Housing Revenue Account (HRA) contingency budget to cover the post of part-time (22.2 hrs) Housing Policy & Performance Officer from July 2015.

DECISION:
As recommended in report / as amended by Cabinet / Cabinet Member -
Approve the drawdown of £27,000 from the Housing Revenue Account contingency budget to cover the post of part-time Housing Policy & Performance Officer permanently.

REASONS FOR THE DECISION:
To enable funding to be allocated from the HRA contingency budget to support the post of Housing Policy & Performance Officer (part-time) permanently.

OPTIONS CONSIDERED BUT REJECTED:
1. Not to Approve the use of the HRA contingency budget to permanently fund the post of Housing Policy & Performance Officer (part-time) at a cost of £27,000.

(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: | SIGNATURE: | DATE: | l4. 1. 16 |
| Leader of Cabinet |
| Relevant Cabinet Member |
## PART B: INDIVIDUAL CABINET MEMBER DECISION

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

NO

**CABINET MEMBER RESPONSIBLE:**

Cllr Terence Chapman

**SUBJECT:** Award of funding for parks community group projects

**OFFICER CONTACT:** Martyn Burkinshaw

**EXTN:** 37957

**E-Mail:** martyn.burkinshaw@arun.gov.uk

### EXECUTIVE SUMMARY:

Arun District Council currently supports a number of parks community groups who volunteer on Arun sites by funding their insurance, organising an annual group conference and offering training & project funding opportunities to enable these groups to work in partnership with ADC and for the benefit of local parks & the community. The financial support of these volunteer groups was agreed by members in July 2009.

The support and partnership between Arun and local green space volunteer groups is very much in line with the idea of the Big Society and enables these groups to generate additional external funding and investment for the benefit of local green spaces.

### DECISION:

To support the proposal to fund the project applications and agree the release of £200 to each of the 8 community groups:- Arundel Community Orchard Group, Bognor Community Gardeners, East Beach Residents Association, Friends of West Beach, Greener Bognor Network, Friends of West Park, Mewsbrook Park Community Group and Snooks Corner Community Group.

### REASONS FOR THE DECISION:

To allow funding of community group project applications which help improve our parks and open spaces and strengthen relationships with local communities.

### OPTIONS CONSIDERED BUT REJECTED:

Not to support the proposal to fund the project applications.

(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:** 14/1/16

Leader of Cabinet
PART B : INDIVIDUAL CABINET MEMBER DECISION

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

CABINET MEMBER RESPONSIBLE: Councillor Dudley Wensley

SUBJECT: Council Tax Write Offs

OFFICER CONTACT: Iain Bell, Revenues Manager EXTN:37633 E-Mail: iainbell@arun.gov.uk

EXECUTIVE SUMMARY: The report lists each case where authorisation is sought to write off the Council Tax debt.

DECISION: To write off Council Tax to the value of £4,916.02 in respect of 3 cases. To note that under delegated powers the amount of £235.64 has been written off in respect of 101 cases.

REASONS FOR THE DECISION: The Council Tax has been deemed unrecoverable under the recovery policy which was previously agreed by members in 2014

OPTIONS CONSIDERED BUT REJECTED: None

(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:

DISPENSAIONS 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 14.01.16
Leader of Cabinet
PART B: INDIVIDUAL CABINET MEMBER DECISION

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

CABINET MEMBER RESPONSIBLE: Councillor Wensley

SUBJECT: Non-Domestic Rate Write Offs

OFFICER CONTACT: Iain Bell, Revenues Manager EXTN: 37633 E-Mail: iainbell@arun.gov.uk

EXECUTIVE SUMMARY: The report lists each case where authorisation is sought to write off the Non-Domestic Rate debt.

DECISION: To write off Non-Domestic Rates to the value of £29,326.43 in respect of 7 cases. To note that under delegated powers the amount of £36.58 has been written off in respect of 3 cases.

REASONS FOR THE DECISION: The Non-Domestic Rate has been deemed unrecoverable under the recovery policy which was previously agreed by members in 2014

OPTIONS CONSIDERED BUT REJECTED: None

(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 Leader of Cabinet

SIGNATURE: [Signature] DATE: 14.01.16

ICM No. 141074/140116
PART B: INDIVIDUAL CABINET MEMBER DECISION

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<tbody>
<tr>
<td>CABINET MEMBER RESPONSIBLE:</td>
<td>Councillor Wensley</td>
</tr>
<tr>
<td>SUBJECT: Sundry Debtor Write Offs</td>
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<tr>
<td>OFFICER CONTACT:</td>
<td>Name of Officer: Iain Bell, Revenues Manager</td>
</tr>
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EXECUTIVE SUMMARY: The report lists each case where authorisation is sought to write off the Sundry Debt.

DECISION: To write off Sundry Debts to the value of £31,225.97 in respect of 2 cases. To note that under delegated powers the amount of £3,937.58 has been written off in respect of 16 cases.

REASONS FOR THE DECISION: The Sundry Debts have been deemed unrecoverable under the Recovery Policy which was previously agreed by members in 2014

OPTIONS CONSIDERED BUT REJECTED: None

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

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| 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: 14.01.16
Leader of Cabinet