ARUN DISTRICT COUNCIL
NOTICE OF DECISIONS TAKEN BY INDIVIDUAL CABINET MEMBERS ON THURSDAY 25 AUGUST 2016

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<td>Extension of contract for 12 months for the Examinations Administration Officer</td>
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PLEASE NOTE THAT THE DECISION TAKEN WILL COME INTO EFFECT AS FROM 10.00 A.M. ON FRIDAY 2 SEPTEMBER 2016 UNLESS THE CALL-IN PROCESS IS APPLIED

PLEASE NOTE THERE ARE NO DECISIONS TO BE TAKEN ON 1 SEPTEMBER 2016
PART B : INDIVIDUAL CABINET MEMBER DECISION

| URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES? | NO |
| CABINET MEMBER RESPONSIBLE: | Cllr Wensley |
| SUBJECT: Improvement works to Arun Leisure Centre, Felpham Bognor Regis. |
| OFFICER CONTACT: Paul Broggi | E-Mail: paul.broggi@arun.gov.uk | EXTN: 37506 |

EXECUTIVE SUMMARY:
Request for member approval to dispose of one bedroom bungalow premises located at 6 South Lane, Houghton, West Sussex.

DECISION:
1 - Accept the highest offer received for sale of the above property in the sum of £210,000.
2 – To delegate authority to the Head of Finance and Property to agree all legal documentation required to expedite sale in order to complete disposal of the freehold interest in 6 South Lane Houghton.

REASONS FOR THE DECISION:
To proceed with sale of this property ensures that we dispose of an asset that generates little housing demand in a more isolated rural location in the district. Also the value attained represents best value for the Council.

OPTIONS CONSIDERED BUT REJECTED:
Do not proceed to the freehold disposal of 6 South Lane Houghton West Sussex.

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] | 25.8.16 |
| Leader of Cabinet | | |
PART B : INDIVIDUAL CABINET MEMBER DECISION

URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES?  ICM No. 021I 250816
NO

CABINET MEMBER RESPONSIBLE: Cllr Ricky Bower

SUBJECT: Extension of Contract for 12 months for the Examinations Administration Officer

OFFICER CONTACT: Donna Moles EXTN: 37697 E-Mail: donna.moles@arun.gov.uk

EXECUTIVE SUMMARY:
An extension of 12 months for the Examinations Administration Officer is required to continue to support the Neighbourhood Planning work and Neighbourhood Development Plan Examinations.

DECISION:
As recommended in report / as amended by Cabinet / Cabinet Member –

It is recommended that the Cabinet Member approves the expenditure of up to £20,000 (to include any redundancy costs) from the Neighbourhood Plan Reserve (Income received from the DCLG for the Neighbourhood Plans), to extend the contract of the Examinations Administration Officer for 12 months from December 2016.

REASONS FOR THE DECISION:
As part of the NDP process, it is the Council’s responsibility to organise and cover the cost of the independent Examination and Referendum. The task of drawing together all the relevant documents for the examination requires a Support Officer to ensure that documents are submitted to the independent Examiner in a timely and efficient manner. An Examination Support Officer is therefore required to undertake this function and to provide support to Neighbourhood Development Plans.

OPTIONS CONSIDERED BUT REJECTED:
Option 2
To not extend the post of Examinations Administration Officer for 12 months from December 2016.
(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 August 2016

Leader of Cabinet
PART B: INDIVIDUAL CABINET MEMBER DECISION

ICM No. 022 1250816

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

CABINET MEMBER RESPONSIBLE: Councillor Chapman

SUBJECT: Introducing Cost Recovery for Food Hygiene Rating Scheme Revisits

OFFICER CONTACT: Nat Slade  EXTN: 37683  e-Mail: nat.slade@arun.gov.uk

EXECUTIVE SUMMARY:
The Cabinet Member is recommended to approve the Council's participation in a Food Standards Agency pilot to recover costs incurred by the Council in undertaking revisits requested by food business operators for the purpose of re-rating their business under the national Food Hygiene Rating Scheme.

DECISION:
As recommended in report/as amended by Cabinet Member –

The Cabinet Member is recommended to approve the Council's participation in a Food Standards Agency pilot to recover costs incurred by the Council in undertaking revisits requested by food business operators for the purpose of re-rating their business under the national Food Hygiene Rating Scheme, including adopting their guidance.

REASONS FOR THE DECISION:
To provide feedback to the Food Standards Agency on the operation of cost recovery for requested revisits to inform how it is rolled-out across England in order to help secure the sustainability of local authorities' financial positions.

OPTIONS CONSIDERED BUT REJECTED:
To take no further action.

(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:
Relevant Cabinet Member
Leader of Cabinet

[Signature]