

**MINUTES
OF A
MEETING OF THE ARUN DISTRICT COUNCIL
HELD IN THE ARUN CIVIC CENTRE
ON 8 MARCH 2017 AT 6.00 P.M.**

Present:- Councillors Haymes (Chairman), Mrs Pendleton (Vice-Chairman), Ambler, Mrs Ayres, Mrs Bence, T Bence, Bicknell, Mrs Bower, R Bower, Brooks, Mrs Brown, L Brown, Buckland, Cates, Chapman, Charles, Clayden, Cooper, Dendle, Dillon, Dingemans, Elkins, English, Gammon, Mrs Hall, Mrs Harrison-Horn, Hitchins, Hughes, D Maconachie, Mrs Maconachie, Mrs Neno, Mrs Oakley, Oliver-Redgate, Oppler, Patel, Mrs Porter, Mrs Rapnik, Reynolds, Miss Rhodes, Mrs Stainton, Dr Walsh, Warren, Wheal, Wells, Wensley and Wotherspoon.

Honorary Aldermen Mrs Morrish and Squires were also present during the meeting.

[Note: The following Councillors were absent from the meeting during consideration of the matters detailed in the Minutes indicated – Councillor Bicknell – Minute 467 to Minute 473 (part) Councillor English and Councillor Dr Walsh - Minute 467 to 472 (Part), Councillor Oliver-Redgate – Minute 467 to 469 (part)]

476. WELCOME

The Chairman welcomed Councillors, Honorary Aldermen Mrs Morrish and Squires and representatives of the public, press and officers to the meeting.

478. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors Ballard, Blampied, Mrs Daniells, Edwards, Mrs Madeley, Northeast, Purchase and Tyler and from Honorary Aldermen Mrs Goad, MBE, Mrs Stinchcombe and Mrs Olliver.

479. DECLARATIONS OF INTEREST

The Monitoring Officer has advised Members of interim arrangements to follow when making declarations of interest. They have been advised that for the reasons explained below, they should make their declarations on the same basis as the former Code of Conduct using the descriptions of Personal and Prejudicial Interests.

Reasons

- The Council has adopted the Government's example for a new local code of conduct, but new policies and procedures relating to the new local code are yet to be considered and adopted.
- Members have not yet been trained on the provisions on the new local code of conduct.
- The definition of Pecuniary Interests is narrower than the definition of Prejudicial Interests, so by declaring a matter as a Prejudicial Interest, that will cover the requirement to declare a Pecuniary Interest in the same matter.

Where a member declares a "Prejudicial/Pecuniary Interest", this will, in the interests of clarity for the public, be recorded in the minutes as a Prejudicial and Pecuniary Interest.

Councillor Haymes declared a Pecuniary Interest in Agenda Item 12 (Licensing Committee – 20 January 2017) with respect to Minute 424 (Caravan Site Licensing) as a Mobile Home Operator.

Councillor Wells declared a Pecuniary Interest in Agenda Item 15 (Cabinet – 6 February 2017) with respect to Minute 446 (Development of a Business Improvement District) as a retailer in Bognor Regis Town Centre.

Councillor Brooks declared a Personal Interest in Agenda Item 20 (Bognor Regis Regeneration Sub Committee – 27 February 2017) as a voting Member of Arun Arts, the company that controlled the theatre.)

480. QUESTION TIME

(a) Questions from the public (for a period of up to 15 minutes).

The Chairman invited questions from members of the public who had submitted their questions in advance of the meeting in accordance with the rules of the Council's Constitution. Supplementary questions would only be permitted should time allow once the notified questions had been responded to. Please note that the question and answer in these Minutes are a summarised version, with the full version to be published on the Council's website within 10 days of the meeting.

(1)The Leader, Councillor Mrs Brown was asked a question on Local Government Finance, stating that the Government should not cut Local Government Finance but should return it in full for all essential local community full-time public servants and capital funds for low rent homes owned by District Councils. It was asked if the Council could make a claim

from the correct local government department for the return of Arun District Council's statutory finances as soon as possible.

The Leader, Councillor Mrs Brown, responded to this question, in writing, as circulated at the meeting. In summary, this stated that, over the last few years there had been a huge change in the way that local government was funded by central government through the revenue support grant and that grant had been steadily reducing over the years.

Councillor Mrs Brown warned that in 2020 there was an even greater change coming. Then the major source of funding from central government would be through the 100% retention of business rates and any increases would be dependent on growth in the District. Thankfully the Council had been successful in attracting businesses to the District and Councillor Mrs Brown assured that the Council would do its best to make sure that this would continue.

Councillor Mrs Brown believed that the move away from being dependent on any Government grant would be of benefit to the Arun District in the longer term. By not relying on government finances the Council could turn to its own resources, largely through the business rates that would be kept in the future, but also through maximising efficiencies and sharing or redesigning services.

The response concluded that the Council had sound financial management and that was why the rise in Council Tax this year equated to only 10p a week. Councillor Mrs Brown was confident that the Council would continue to deliver excellent value for money and an affordable level of investment for essential services.

The questioner asked a supplementary question as follows:

- (i) Could the Leader not only back the Government ending Trusts with private profit where wealthy Finance Directors and NHS and Education Managers are overspending public money, but also seek confirmation of 100% continuation of uncut budgets promised for all present nurses and teachers with compulsory shared pension contributions and huge numbers of full time public servants such as cleaners, carers, teachers and classroom assistants as well as full-time workers in the fire and police services who are all essential to every local community with their low rent homes owned by the District Council.

The Chairman determined that this was not a suitable supplementary question as it was on a different subject matter. However, it was agreed that a written response would be provided by Councillor Mrs Brown, within ten working days of this meeting.

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The Chairman then called Public Question Time to an end.

(b) Questions from Members with prejudicial/pecuniary interest – No questions had been received.

(c) Petitions from the public – the Chairman confirmed that no Petitions had been received.

481. MINUTES

The Minutes from the Council Meeting held on 22 February 2017 were approved by the Council as a correct record and signed by the Chairman.

482. CHAIRMAN'S COMMUNICATIONS

The Chairman stated that it was his pleasure to share some good news and announced that the Council's Local Land Charges Team had been shortlisted in three categories at the Land Data Local Land Charges Awards 2017. The award ceremony had been held on Monday, 6 March 2017 and Arun District Council received the following awards:

- Customer Satisfaction – First Place
- Best Customer Experience – Second Place and Highly Commended
- Local Land Charges Officer of the Year Award – Dan Carman was placed Second, Highly commended.

Those present gave a round of applause in recognition of the hard work and high levels of customer service Arun District Council Officers had given to achieve these awards.

483. STATUTE MATTERS

(i) Appointment of Vice-Chairman of the Council for the Municipal Year 2017/2018

Under Paragraph 4.2.2 of Article 4 in Part 2 of the Constitution, the Council was requested to appoint a Vice-Chairman for the Municipal Year 2017/2018 and Chairman Elect for the Municipal Year 2018/2019.

One Candidate, Councillor Gammon had his name submitted for the role. Following a statement from the Leader of the Council in support of the respective candidate, a ballot was conducted in accordance with Council Procedure Rule 16.4. The result of the ballot was declared by the Chief Executive who announced that Councillor Gammon had been selected for the appointment of Vice-Chairman of the Council for 2017/18 and Chairman Elect of the Council for the Municipal Year 2018/2019.

484. DEVELOPMENT CONTROL COMMITTEE – 4 JANUARY 2017

The Chairman, Councillor Mrs Maconachie, presented the Minutes from the meeting of the Development Control Committee held on 4 January 2017.

485. CABINET – 16 JANUARY 2017

The Chairman, Councillor Mrs Brown, presented the Minutes from the meeting of Cabinet held on 16 January 2017 and alerted Members to the recommendation at Minute 415 (Additional Funds to support Bed and Breakfast Payments).

Councillor Mrs Brown formally proposed the recommendation at Minute 415 (Additional Funds to support Bed and Breakfast Payments) which was seconded by Councillor Bence.

In discussing this recommendation Councillor Oppler stated that he was pleased that the Council's housing team had worked hard to minimise costly bed and breakfast use but cited the human tragedy of homelessness and urged the Council to provide more family orientated hostel accommodation as quickly as possible. Councillor Bence responded that the Council had reacted quickly against a national backdrop of rising homelessness in order to respond to the Head of Housing's request for additional funds to help those in need of emergency shelter. He confirmed that all options were being explored including the use of hostel accommodation.

The Council

RESOLVED – That

- (1) a supplementary estimate of up to £80,000 (equivalent Band D tax £1.38) to support expenditure on Bed and Breakfast provision up to the end of 2016/17, be approved; and
- (2) the budget for the financial year 2017/18, to cover Bed and Breakfast expenditure, will reflect the current net expenditure.

In presenting the recommendations at Minute 419 (Leisure Services Financial and Contractual Matters Centre Dual Use Agreement) Councillor Mrs Brown formally proposed a slight amendment to the wording of recommendation 4, in the minutes, which was seconded by Councillor Wensley. The amendment was proposed as follows (**additional wording shown in bold**):

- (4) the Council acts as a guarantor in respect of any and all pension liabilities which may arise throughout the term of the contracts and delegated authority **is given** to the Head of Legal and Administration to enter into the Admission Agreements and Guarantees

In discussing the amendment, Councillor Dr Walsh voiced concern at the frequency of which the Council used supplementary estimates outside of planned budgets. He requested information on the total amount of supplementary estimates (and shown equivalent to Council Tax on an Arun Band D property) that had been awarded in the last financial year. Councillor Wensley responded that the Council had to respond in a dynamic environment and it was sometimes necessary to use supplementary estimates to effectively meet demand.

The Council voted on this amendment which was declared CARRIED.

The Chairman then returned to the substantive recommendations which were proposed by Councillor Mrs Brown and seconded by Councillor Wensley.

The Council then

RESOLVED – That

- (1) the Council acts as a guarantor in respect of any and all pension liabilities which may arise throughout the term of the contracts and delegated authority is given to the Head of Legal and Administration to enter into the Admissions Agreements and Guarantees; and
- (2) a supplementary estimate of £219,000 in respect of:
- (a) adjustments to the leisure operating contract (Year 1)
 - (b) loss of revenue at the Arun Leisure Centre due to an unplanned pool closure (This equates to a Band D property of £3.79)

486. LICENSING COMMITTEE – 20 JANUARY 2017

The Chairman, Councillor Dingemans, presented the Minutes from the meeting of the Licensing Committee held on 20 January 2017 and drew Members attention to the Arun District Council's Mobile Homes (Site Licensing

Applications) Determination Policy that had been amended following the introduction of the Mobile Homes Act 2013.

Councillor Dingemans then proposed the recommendation at Minute 424 (Caravan Site Licensing – Determination Policy) and Councillor Patel seconded the recommendation.

The Council

RESOLVED

That the Determination Policy for Caravan Site Licensing, as set out at Appendix 1 to the report and as amended at the meeting, be adopted.

487. OVERVIEW SELECT COMMITTEE – 24 JANUARY 2017

Councillor Elkins presented the Minutes of the Overview Select Committee meeting held on 24 January 2017.

Councillor Oppler made a Statement in accordance with Council Procedure Rule 11.2 in relation to Minute 432 (The Council's Vision – Shared Services Update). Councillor Oppler pointed out that as Shared Services would not be progressed there would be no cost savings and he voiced concern that this would mean further cuts to services and staff. In response, Councillor Elkins confirmed that an update from the Director of Transformation, on this issue, would be given to the next meeting of the Overview Select Committee.

Councillor Oppler then made a Statement in accordance with Council Procedure Rule 11.2 in relation to Minute 433 (Council Budget 2017/18) in reference to the Housing Revenue Account. Councillor Oppler stated that he was opposed to the Council building houses on land that was already part of crowded estates. He was particularly concerned that garage compounds would be used for council housing development. In response, both Councillor Elkins and Councillor Bence confirmed that the Council had not made any decisions on this matter and this issue should not be predetermined. Councillor Bence pointed out that many of the garages were no longer owned by the Council having been brought by tenants or sub-let.

In concluding his presentation of the Overview Select Committee Minutes Councillor English referred to Minute 430 (Service Delivery Plan 2013-2017 – Quarter 2 Performance Outturn Report) and drew Member's attention to Performance Indicator CSH025 – the number of Council properties brought back into use by legitimate tenants. Councillor English applauded the work of the Housing Fraud Investigator in view of the significant achievements made in terms of significant cost savings to the Council. The

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Council joined Councillor Elkins in commending the Housing Fraud Investigator's hard work.

488. DEVELOPMENT CONTROL COMMITTEE – 1 FEBRUARY 2017

The Chairman, Councillor Mrs Maconachie, presented the Minutes from the meeting of the Development Control Committee held on 1 February 2017.

Councillor Dr Walsh made a statement in accordance with Council Procedure Rule 11.2 in relation to Minute 438 (Planning Applications) with particular reference to Planning Application BR/156/16/PL – Redevelopment of the Bognor Regis Centre. Councillor Dr Walsh voiced his concern at the refusal of this application and the consequent lack of regeneration progression for the Bognor Regis Centre Site.

Councillor Mrs Maconachie raised a Point of Order stating that once an application had been decided through the Committee process the decision had been made. She pointed out that District Councillors could speak on an application through the Committee process at the appropriate time.

Councillor Dr Walsh responded that he was entitled to put forward a comment on the presented minutes and he refuted that this was a Point of Order.

The Chairman then brought this discussion to an end.

489. CABINET – 6 FEBRUARY 2017

The Chairman, Councillor Mrs Brown, presented the Minutes of the Cabinet meeting held on 6 February 2017 and formally proposed two recommendations at Minute 446 (Development of a Business Improvement District (BID) for Bognor Regis). Councillor Wensley seconded the recommendations.

In discussing this recommendation the Council were in full support.

The Council

RESOLVED – That

- (1) the Council supports and accepts the Bognor Regis BID proposal, and thereby accepts its statutory functions as Billing Authority and Ballot Holder, and;

- (2) the Council agrees to post a Notice of Ballot in the week commencing 2nd May 2017 pursuant to the Business Improvement District (England) regulations 2004.

490. LITTLEHAMPTON REGENERATION SUB-COMMITTEE – 9 FEBRUARY 2017

The Chairman, Councillor Bicknell, presented the Minutes of the Littlehampton Regeneration Sub-Committee held on 9 February 2017. Members were referred to the three recommendations at Minute 9 (Littlehampton Town Centre – Public Realm Project Delivery) Councillor Bicknell formally proposed the recommendation and Councillor Dingemans formally seconded.

The Council

RESOLVED - That

- (1) should the application to the Coastal Communities Fund be successful the Council will accept the grant to draw down the funding;
- (2) authority be given to the Director of Place, in consultation with the Section 151 Officer and Chairman of the Littlehampton Regeneration Sub-Committee to agree the spending of the grant as required throughout the life of the project; and progress reports made, as required, through the Sub-Committee's Position Statement; and
- (3) further consultation be undertaken with the stakeholders and the Sub-Committee on the finer details of the scheme.

491. CONSTITUTION WORKING PARTY – 13 FEBRUARY 2017

The Chairman, Councillor Mrs Bower, presented the Minutes from the meeting of the Constitution Working Party held on 13 February 2017.

Councillor Mrs Bower alerted Members to three recommendations at Minute 44 [Proposed Constitutional Amendments – Joint Area Committees] which set out the required changes to the Constitution at Part 2 (Articles) and Part 3 (Responsibility for Functions) as set out in Appendix 1, circulated separately to Members, following West Sussex County Council's (WSCC's) approved changes to the existing Joint Arun Area Committees.

Councillor Mrs Bower formally proposed the recommendations which were seconded by Councillor Wensley.

In discussing the proposals, Councillor Dingemans confirmed that he wished to make an amendment as he could not support the proposals currently set out within Appendix 1 at Page 50 for the Joint Western Arun Area Committee (JWAAC). He confirmed that his amendment proposed to change the representation for JWACC listed in Paragraph 10.6 to include Arundel and Walberton to the list of members from the District Wards to provide democratic balance for the Parishes of Walberton and Slindon, as they had not been included within the membership for this Committee. It was Councillor Dingemans' view that there should be a District Councillor to represent this area of the District which would then give a membership of 9 District Councillors on JWAAC.

Councillor Charles seconded this amendment.

Discussion on this amendment saw varying views raised. Although Members supported the sentiment of what Councillor Dingemans was proposing, discussion focused upon the fact that WSCC had already made its decision in terms of the membership of JAACs. The Constitution Working Party had been asked to amend its Constitution in respect of the changes already made and approved by WSCC. At the meeting the Working Party had accepted and agreed with the proposed reduction in Arun's representation, although it had been recognised that what should be pursued was for Arun to negotiate further with WSCC in terms of allowing the Council to make a direct nomination to the JEACC's Highways and Transport Sub-Group. Currently, the Council had a nominated representative for this Sub-Group on JWAAC but not on the Joint Eastern Arun Area Committee (JEAAC). This anomaly was seen as a distinct unfairness and something that needed to be addressed urgently. This was why the Working Party had agreed to add Recommendation (3) in an attempt for the Council to agree a way forward on this issue.

Following further discussion, and having taken advice from the Chief Executive, it was agreed that the matter be referred back to the Constitution Working Party to review the membership changes proposed by Councillor Dingemans. This change to Councillor Dingemans' amendment was accepted and on it being put to the vote it was declared CARRIED.

In returning to the substantive recommendations, it was agreed that as an amendment to Recommendation (1) and been approved, Recommendation (2) be withdrawn.

The Council then

RESOLVED – That

- (1) The proposed changes to the Constitution at Part 2 (Articles) and Part 3 (Responsibility for Functions) as set out in Appendix 1, not be supported at this time and that the membership of JWAAC, including the proposal to include Arundel and Walberton, be referred back to a meeting of the Constitution Working Party for discussion and consideration; and
- (2) The Chief Executive and Head of Democratic Services continue their negotiations with WSCC asking for reconsideration of this Council's membership position on JEAAC's Highways and Transport Sub-Group.

492. LOCAL PLAN SUB COMMITTEE – 15 FEBRUARY 2017

The Chairman, Councillor Charles, presented the Local Plan Sub Committee Minutes of the meeting held on 15 February 2017.

Councillor Oppler made a statement in accordance with Council Procedure Rule 11.2 in relation to Minute 34 – Arun Local Plan – Evidence Base Update. Councillor Oppler stated that the local plan should include social housing at a higher density as so many residents could not afford affordable housing. Councillor Bower responded that Arun's Local Plan did include provision for Council Housing.

Councillor Charles then referred Members to the recommendation at Minute 33 (Authority Monitoring Report 2015/16) and formally proposed this recommendation. Councillor Bower formally seconded the recommendation.

The Council

RESOLVED

That the Authority Monitoring Report 2015/16 be adopted.

493. AUDIT & GOVERNANCE COMMITTEE – 23 FEBRUARY 2017

In presenting the minutes of the Audit & Governance Committee from the meeting held on 23 February 2017, the Chairman, Councillor Clayden formally proposed the recommendations at Minute 469 (Treasury Management Statement and Annual Investment Strategy). Councillor Mrs Oakley seconded these recommendations.

The Council

RESOLVED - That

- (1) the Treasury Management Strategy for 2017/18 be approved;
- (2) the Annual Investment Strategy for 2017/18 be approved, and;
- (3) the Prudential Indicators for 2017/18, 2018/2019 and 2019/20 as contained in appendix 1 and the body of the report, be approved.

494. BOGNOR REGIS REGENERATION SUB COMMITTEE- 27 FEBRUARY 2017

(Prior to the commencement of this item Councillor Dillon declared a Personal Interest as a Bognor Regis Town Councillor.)

The Chairman, Councillor Hitchins, presented the minutes of the Bognor Regis Sub Committee meeting held on 27 February 2017 and formally proposed the recommendations at Minute 18 (The Regis Centre and Hothampton Car Park Feasibility Studies Update). In putting the recommendations forward Councillor Hitchins praised the visionary concepts and thanked the press for their support. These recommendations were then seconded by Councillor Bence.

The Chairman advised that recommendations 1 to 7 and 9 to 11 would be considered on block with recommendation 8 considered separately.

In discussing recommendations 1 to 7 and 9 to 11 Members welcomed the news that the Council had regeneration plans as there had been discontent amongst the community with the lack of development of these two sites over many years. It was noted that Arun residents may not be confident of regeneration plans following a long wait for action. However, Members welcomed the report and felt that there was no harm in exploring options. The Leader, Councillor Mrs Brown, assured Members of the positive nature of this feasibility study, which was at the concept stage. Members were informed all community groups would continue to be kept informed. Councillor Mrs Brown pointed out that recommendation 11 ensured progress reports would be provided with a time table on the intended decision making process.

Members were generally positive about the vision for the Regis Centre and Hothampton Car Parks and welcomed regeneration at these sites.

On putting recommendations 1 to 7 and 9 to 11 to the vote,

The Council

RESOLVED – That

- (1) The Gardens by the Sea / Winter Gardens concept as described in the 2017 Bognor Regis Masterplan Options Report and the conclusions described in the 2017 Regis Centre & Hothamton Masterplans Market, Viability & Delivery Report, be supported;
- (2) Option 2 for the Regis Centre site (New Theatre Option) is the preferred Masterplan option. Officers may progress this proposal to develop a more thorough understanding of the opportunities and risks of implementing such a proposal, the appropriate scale and phasing, and the potential funding packages and delivery vehicle approaches that might support it. Option 1 (Refurbishment of Theatre) will remain as an alternative option should the scale of the funding package for Option 2 be unachievable;
- (3) Option 1 for the Hothamton Car Park site is the preferred Masterplan option and officers progress this proposal, taking into consideration the potential funding and delivery vehicle approaches that might support it, ready to market the site;
- (4) the Council supports the principle of including the area of the Esplanade between Clarence Road and Place St Maur within any new public realm scheme for the wider regeneration of the site;
- (5) the Council supports the Bognor Regis Place Branding initiative developed in partnership with other agencies;
- (6) authority be given to the Director of Place to begin discussions, early in the project development process, with specialist advisors and key external partners of the proposed theatre, cultural hub and Winter Gardens, and in consultation with the Head of Corporate Support Group, to ensure the operational business plan and governance arrangements (legal structure) are fully considered and will influence the functionality and scope of the new building(s) and potential funding opportunities;

- (7) authority be given to the Director of Place to enter into discussions with the NHS Trust / Community Health Partnerships to include the Health Centre site within the Hothamton car park site development area, subject to a satisfactory agreement being found;
- (8) authority be given to the Director of Place to enter into discussion with West Sussex County Council, as the highway authority, to consider any highway implications and costs associated with the above and to prepare concept plans for any proposed works;
- (9) In furtherance to the supplementary estimate agreed and resolution made at the Council meeting on 20 July 2016 (Minute 145), the Director of Place is authorised, in consultation with the Leader of the Council, and subject to the Council's Procurement Standing Orders, to draw down and authorise expenditure, for the commissioning of any of the necessary reports and professional advice required to progress the implementation of the 2017 Masterplan options; and
- (10) progress reports be provided to the Bognor Regis Regeneration Subcommittee at regular intervals, focussing on the intended decision making process and timetables.

In considering recommendation 8, in the minutes, concerns were voiced by a few Councillors that the Bognor Regis Town Hall site should remain a building for community use and should not be developed into a hotel or other such development. Councillor Bence, as seconder, assured Members that there were no definite plans for the Town Hall being considered, as this was the very early stages of a feasibility study.

Councillor Mrs Brown pointed out that Members agreed at Vision 2020 seminars and Full Council on 20 July 2016 that all options would be explored on the future use of Bognor Regis Town Hall and this included commercial options.

The Council then

RESOLVED

That Authority be given to the Director of Place to engage with the Bognor Regis Town Council regarding the future use of the

Bognor Regis Town Hall and investigate options to include this building within the development site.

(As declared at the start of meeting Councillor Brooks re-declared a Personal Interest as a voting Member of Arun Arts, the company that controlled the theatre.)

495. ENVIRONMENT & LEISURE WORKING GROUP- 17 JANUARY 2017

The Chairman, Councillor Hitchins, presented the minutes of the Environment & Leisure Working Group meeting held on 17 January 2017.

496. HOUSING & CUSTOMER SERVICES WORKING GROUP- 26 JANUARY 2017

The Chairman, Councillor Clayden, presented the minutes of the Housing & Customer Service Working Group meeting held on 26 January 2017.

497. PAY POLICY STATEMENT

The Leader, Councillor Mrs Brown, presented a report which detailed the draft Pay Policy Statement for 2017/2018. Councillor Mrs Brown formally proposed that the Pay Policy Statement for 2017/2018 be approved for publication onto the Council's web site by 1 April 2017. This was then seconded by Councillor Wensley.

The Council

RESOLVED – That

- (1) the Pay Policy Statement 2017/2018 for publication on the Arun website by 1 April 2017 be approved; and
- (2) delegated responsibility be given to the Corporate Support to make changes to the Pay Policy Statement which arise from new legislation concerning employee severance payments.

498. REVIEW OF THE CONSTITUTION

The Leader, Councillor Mrs Brown, presented a report on the Review of the Constitution and referred Members to four recommendations. Councillor Mrs Brown formally proposed the recommendations and Councillor Mrs Bower, as Chairman of the Constitution Working Party, seconded.

The Council

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RESOLVED – That

- (1) Full Council support the principles of the review of the Officer Scheme of Delegation;
- (2) delegated authority is granted to the Head of Democratic Services and the Head of Legal and Administration to agree the final version of the new Officer Scheme of Delegation prior to 1 April 2017;
- (3) approval is given that the recruitment and selection or termination of service of the Corporate Management Team will remain a function of Full Council and of staff below that level will be delegated to the Chief Executive, Director or Group Head; and
- (4) the Head of Democratic Services and the Head of Legal and Administration be authorised to make any consequential changes to the Constitution.

499. TO 'MAKE' THE WALBERTON NEIGHBOURHOOD DEVELOPMENT PLAN

The Cabinet Member for Planning & Infrastructure, Councillor Bower, presented a report which asked the Council to 'make' the Walberton Neighbourhood Development Plan following the referendum held on 1 February 2017.

In discussing the report there was a brief discussion on the validity and purpose of Neighbourhood Plans and their influence on the planning process. It was conceded that these plans were under national jurisdiction and the District Council Network dealt with matters relating to this on behalf of local authorities.

Councillor Bower formally proposed the report's recommendations and Councillor Charles seconded.

The Council

RESOLVED

That it 'makes' the Walberton Neighbourhood Development Plan and it becomes part of the Development Plan for Arun District Council.

500. COMMITTEE MEMBERSHIPS

There were no changes in Committee Memberships reported to the meeting.

501. REPRESENTATION ON OUTSIDE BODIES

There were no changes in representation to Outside Bodies reported to the meeting.

(The meeting concluded at 7.43pm)