



Members are reminded to bring their Agendas from the Cabinet Meeting held on 17 September and 15 October 2018 with them to the meeting

22 October 2018

COUNCIL MEETING

To all Members of the Council

You are summoned to attend a meeting of the ARUN DISTRICT COUNCIL to be held on **Wednesday, 7 November 2018 at 6.00 pm** in the Council Chamber at the Arun Civic Centre, Maltravers Road, Littlehampton, to transact the business set out below.



Nigel Lynn
Chief Executive

AGENDA

1. **Apologies for Absence**
2. **Declarations of Interest**

Members and Officers are invited to make any declarations of pecuniary, personal and/or prejudicial interests that they may have in relation to items on this agenda, and are reminded that they should re-declare their interest before consideration of the item or as soon as the interest becomes apparent.

Members and Officers should make their declaration by stating:

- a) the item they have the interest in
- b) whether it is a pecuniary, personal and/or prejudicial interest
- c) the nature of the interest
- d) if it is a pecuniary or prejudicial interest, whether they will be exercising their right to speak under Question Time

3. **Public Question Time**

To receive questions from the public (for a period of up to 15 minutes)

4. **Questions from Members with Pecuniary/Prejudicial Interests**

To receive questions from Members with pecuniary/prejudicial interests (for a period of up to 15 minutes)

5. **Petitions**

To consider any petitions received from the public.

6. **Minutes**

To approve as a correct record the Minutes of the Full Council Meeting held on 12 September 2018, which are attached.

7. **Chairman's Announcements**

To receive such announcements as the Chairman may desire to lay before the Council.

8. **Urgent Matters**

To deal with business not otherwise specified in the Council summons which, in the opinion of the Chairman of the Council (in consultation with the Chief Executive), is business of such urgency as to require immediate attention by the Council.

REPORTS FROM CABINET, OVERVIEW SELECT, REGULATORY AND STANDARDS COMMITTEES, AND FROM WORKING PARTIES AND WORKING GROUPS

9. **Development Control Committee – 5 September 2018**

The Chairman, Councillor Bower, will present the Minutes from the meeting of the Development Control Committee held on 5 September 2018. There are no recommendations.

10. **Cabinet – 17 September 2018**

The Chairman, Councillor Mrs Brown, will present the Minutes from the Cabinet meeting held on 17 September 2018. There are no recommendations.

11. **Overview Select Committee – 18 September 2018**

The Chairman, Councillor Dingemans, will present the Minutes from the meeting of the Overview Select Committee held on 18 July 2018. There are no recommendations.

12. **Housing & Customer Services Working Group – 20 September 2018**

The Chairman, Councillor Hughes, will present the Minutes from the meeting of the Housing & Customer Services Working Group held on 20 September 2018. There are no recommendations.

13. **Bognor Regis Regeneration Sub-Committee – 24 September 2018**

The Chairman, Councillor Hitchins, will present the Minutes from the Bognor Regis Regeneration Sub-Committee held on 24 September 2018. There are no recommendations.

14. **Community Infrastructure Levy Sub-Committee – 27 September 2018**

The Chairman, Councillor Bower, will present the Minutes from the meeting of the Community Infrastructure Levy Sub-Committee held on 27 September 2018. There are no recommendations.

15. **Licensing Committee – 28 September 2018**

The Chairman, Councillor Cooper, will present the Minutes from the Licensing Committee held on 28 September 2018. There are recommendations at:

- Minute 195 [Gambling Act 2005 Statement of Licensing Principles – Policy Review] – to view the Officer’s report and Appendices, please click on this link – [Report](#) and [Appendix 1](#); [Appendix 2](#); [Appendix 3](#) and [Appendix 4](#)

16. **Development Control Committee – 3 October 2018**

The Chairman, Councillor Bower, will present the Minutes from the meeting of the Development Control Committee held on 3 October 2018. There are no recommendations.

17. **Environment & Leisure Working Group – 9 October 2018**

The Chairman, Councillor Hitchins, will present the Minutes from the meeting of the Environment & Leisure Working Group held on 9 October 2018. There are no recommendations.

18. **Littlehampton Regeneration Sub-Committee – 10 October 2018**

The Chairman, Councillor Bicknell, will present the Minutes from the meeting of the Littlehampton Regeneration Sub-Committee held on 10 October 2018. There are three recommendations at:

- Minute 11 [Littlehampton Town Centre Management] – Note – this report is Exempt Under Paragraphs 1 and 3 – Information Relating to Individuals and Business Affairs]

19. **Cabinet – 15 October 2018**

The Chairman, Councillor Mrs Brown, will present the Minutes from the meeting of Cabinet held on 15 October 2018. There are no recommendations.

20. **Local Plan Sub-Committee – 16 October 2018**

The Chairman, Councillor Bower, will present the Minutes from the meeting of the Local Plan Sub-Committee held on 16 October 2018. There are recommendations at:

- Minute 14 [Arun District Council Gypsy & Travelling Showpeople Site Allocations Development Plan Document (DPD)] – to view the Officer's report, please click on this link – [Report](#)
- Minute 16 [Merge of the Local Plan Sub-Committee and Community Infrastructure Levy (CIL) Sub-Committee] – to view the Officer's report and Appendix, please click on this link - [Report](#)

21. **Special Development Control Committee – 24 October 2018**

The Chairman, Councillor Bower, will present the Minutes from the Special meeting of the Development Control Committee held on 24 October 2018.

The Minutes will be circulated separately and any recommendations will be reported at the meeting.

22. **Motions**

To consider any Motions submitted in accordance with Council Procedure Rule 14.

23. **Questions from Members**

To consider general questions from Members in accordance with Council Procedure Rule 13.3.

OFFICER REPORTS

24. **Calendar of Meetings for 2019/2020**

In accordance with Council Procedure Rule 3.0, the Council needs to agree a programme of dates for Council Meetings prior to the commencement of the new municipal year. This report therefore proposes the arrangements for the Calendar of Meetings for 2019/2020.

25. **Committee Memberships**

Any changes to Committee Memberships that need noting by the Council will be reported at the meeting.

26. Representation on Outside Bodies

The Council is asked to approve any changes to its representation on Outside Bodies.

- Members are reminded that if they have detailed questions, would they please inform the relevant Cabinet Member/Chairman and/or Director in advance of the meeting in accordance with the Council Procedure Rules
- Copies of the reports on the recommendations from the Cabinet Meetings have been previously circulated to Members and Members are asked to bring their copies with them to the meeting. Further copies are available from the Committee Manager
- Copies of the reports on the recommendations from the other Committees are provided via an e-link, where appropriate
- Filming, Photography and Recording at Council Meetings – The District Council supports the principles of openness and transparency in its decision making and permits filming, recording and the taking of photographs at its meetings that are open to the public. This meeting may therefore be recorded, filmed or broadcast by video or audio, by third parties. Arrangements for these activities should operate in accordance with guidelines agreed by the Council and as available via the following link – [Filming Policy](#)

**MINUTES
OF A
MEETING OF THE ARUN DISTRICT COUNCIL
HELD IN THE ARUN CIVIC CENTRE
ON 12 SEPTEMBER 2018 AT 6.00 P.M.**

Present:- Councillors Gammon (Chairman), Dillon (Vice-Chairman), Ambler, Mrs Ayres, T Bence, Mrs Bence, Mrs Bower, R Bower, Brooks, Mrs Brown, L Brown, Buckland, Cates, Chapman, Charles, Cooper, Dendle, Dingemans, Edwards, Elkins, Mrs Hall, Mrs Harrison-Horn, Haymes, Hitchins, Mrs Madeley, Mrs Neno, Northeast, Mrs Oakley, Oliver-Redgate, Oppler, Patel, Mrs Pendleton, Mrs Porter, Purchase, Mrs Rapnik, Reynolds, Miss Rhodes, Smith, Stanley, Tyler, Dr Walsh, Warren, Wheel Wells, Wensley and Wotherspoon.

[Note: The following Members were absent from the meeting during consideration of the following items of business: - Councillor Tyler and Mrs Neno – Minute 161 [Part]; Councillor Oppler [Minute 161 [Part]; Councillors Dendle and Mrs Pendleton – Minute 164 [Part] to Minute 168; Councillor Northeast - Minute 165 to Minute 168]; and Councillor Purchase – Minute 166 [Part] to Minute 168].

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148. WELCOME

The Chairman welcomed Councillors, Honorary Alderman Squires, and representatives of the public, press and officers to the Council Meeting.

149. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors Ballard, Bicknell, Blampied, Clayden, Mrs Daniells, English, Hughes and Mrs Stainton and from the Council's Honorary Aldermen, Mrs Goad, MBE, Mrs Morrish, Mrs Olliver and Mrs Stinchcombe.

150. DECLARATIONS OF INTEREST

Councillor Wells declared a Personal Interest in Agenda Item 5 [Petition from Bognor Regis Civic Society – Provision of a Permanent Ice Rink] in his position as Chairman of the Bognor Regis Bid and his involvement in the provision of the temporary Ice Rink in Bognor Regis over the Christmas period.

Full Council – 12.09.18

151. QUESTION TIME

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.

The Chairman announced that two questions had been received. The first question, to the Cabinet Member for Residential Services, Councillor Bence, commended the Council's Officers and the Cabinet Member for their work to source housing provision for families in need, however, it stated that in recent weeks there had been examples of the Council using accommodation in some areas of Littlehampton that had not received planning consent to be used as houses in multiple occupation (HMOs). The questioner asked if he could be reassured that the Council was making efforts to regularise the situation?

The Cabinet Member for Residential Services, Councillor Bence, responded stating that in relation to the planning and building control aspects of the question, work was underway to ensure that the correct permissions were in place.

In terms of temporary accommodation, the Council had an inspection programme in place and checks were being undertaken to ensure that accommodation being used was compliant with the relevant regulatory regimes. Councillor Bence explained that this was an on-going programme and given that homelessness in the District was increasing, then so was the use of temporary accommodation and so an Officer had been recruited for the sole purpose of expediting a programme of inspections.

The second question, to the Leader of the Council, Councillor Mrs Brown, referred to the temporary Ice Rink at Christmas and its enormous success in regeneration terms. The questioner made reference to the next agenda item [the Ice Rink Petition] and one of the proposed options. He asked if the Leader of the Council had had any input or involvement in the creation or approval of the fourth option and if this had been discussed or agreed at a Conservative Group meeting.

The Leader of the Council, Councillor Mrs Brown, responded confirming that the actual process of a report coming before Members for a decision was nothing of the hallmarks suggested in the question as Members provided the strategic direction for the Council. Officers then looked into the subject matter and advised Members, usually in the form of a report. Although reports had recommendations, it was always the case that Members decided whether to accept the recommendations, or to amend or reject them.

In terms of her involvement or that of the Conservative Group in writing or influencing the recommendations, Councillor Mrs Brown confirmed the answer as “none”.

The Chairman then invited supplementary questions.

The first questioner thanked the Cabinet Member for Residential Services, Councillor Bence, for his answer and stated that he took it that the Council had been or was using some properties that did not have consent to house people on the register. He further asked if such properties had insurances or was the Council’s insurance invalidated or applicable. He also stated that given recent concerns over certification issues with fire and water safety checks, it was his view that this entire issue should be examined by a Special meeting of the Council’s Overview Select Committee and he specifically asked the Cabinet Member if this issue could be addressed in this way.

The Cabinet Member for Residential Services, Councillor Bence, responded stating that he was not in a position to provide an answer in relation to insurance. He could not comment on this or on any compliance issues but could confirm that there was a strong programme of enforcement with checks in place. He reconfirmed that an Officer had been employed to look at compliance; fire safety and health and safety in general and that although he could not elaborate further, he would be happy for any of the processes to go before the Council’s Scrutiny Committee.

The second questioner then asked a supplementary question and requested if the Leader of the Council, Councillor Mrs Brown could answer his question. He asked again if the Petition on the Ice Rink had been an item discussed at a recent Conservative Group Meeting and if Members had been influenced in terms of how they would consider the Petition?

Full Council – 12.09.18

The Leader of the Council, Councillor Mrs Brown, reconfirmed that she had answered the question clearly. She repeated the fact that Conservative Group had not taken a Group decision on the matter; however, she could not confirm this to be the case in respect of other Political Groups.

[To view the full detail of the questions submitted and the answers provided in writing – please refer to the Council’s Public Question Time page on its web site - <https://www.arun.gov.uk/public-question-time>]

152. QUESTIONS FROM MEMBERS WITH PREJUDICIAL/PECUNIARY INTERESTS

There were no Questions from Members with prejudicial/pecuniary interests.

153. PETITIONS

The Chairman confirmed that a petition containing 2,557 signatures had been received from the Bognor Regis Civic Society asking the Council to provide a permanent ice rink for Bognor Regis. This had been presented to the meeting of Full Council held on 2 May 2018.

The Petition had been deferred to this meeting of Full Council, rather than the previous meeting held on 18 July 2018, to enable Officers to compile a report and to inform Members for this debate.

The Chairman invited the Petition Organiser, Mr Coster, on behalf of the Bognor Regis Civic Society, to present the petition.

The Council was reminded that the Petition was asking the Council to:

“In view of the tremendous success of the Christmas temporary Ice Rink, we, the undersigned, petition Arun District Council to incorporate a permanent, quality Ice Rink, possibly multi-use, into the Bognor Regis Regenerations plans currently under consideration”.

Mr Coster outlined that the temporary ice rink had contributed, day and night, to the economy of Bognor Regis providing clear proof that a permanent ice rink would work. He stated that a figure of around 8-10 thousand people had flocked into the Town benefiting local businesses and this was why a figure of 2,479 people had signed in support of the petition.

Mr Coster stated that he had been asked why only 2,479 people had signed the petition and he explained that this was because his Society knew that only 1,500 signatures were needed to trigger a Full Council debate and so the opportunity for people to sign the petition had only run for a period of one month. Mr Coster stated that if this period had been extended more people would have signed resulting in the petition achieving more response than, and in excess of, any consultation ever undertaken by the Council on Bognor Regis Regeneration and so he urged Councillors to please listen to the people of Bognor Regis.

Mr Coster then referred to the size of rink that could be used. To attract activities such as speed-skating and ice hockey, an ice rink did not have to be the size of a stadium; a smaller rink would be relevant. The Council's consultants, Urban Delivery, had only considered a larger sized facility and had failed to consider the key elements that a permanent multi-use complex could bring such as retail; food and drink outlets. All of these facilities had been a success as part of the Christmas rink. Mr Coster then referred to target audiences stating that the real catchment area was a number of well over £1m. What he wanted was to bring something that would put Bognor Regis well and truly onto the map. It was Mr Coster's view that the Council's report lacked detail and that a permanent rink would do so much for the Town, especially if this was multi-use. The ice rink could be used over the Christmas period and then used for other events for the remainder of the year. He referred to a rink in Vancouver; the pictures of this rink were displayed at the meeting. This multi-use rink worked in all weathers and had removable sides with the ability for numerous different events to take place on the same venue. Mr Coster outlined that past consultation results proved that 69% of people were in support of a permanent rink. By providing a multi-use facility events such as festivals; laser quest; and numerous fun events could be put on every month to draw people with money in their pockets into the Town – this was what Mr Coster wanted and so he asked the Council to recognise the proven potential for this and not to decide that any ice rink facility should be located out of Town. He asked Members to consider all options carefully and to not focus on the size of any future facility which was wrong as the successful Christmas rink had measured 531 sq. metres. He therefore urged Councillors to consider options 1 or 3 in the report and to not banish the chance of any future facility by voting for option 4.

The Chairman then invited the Leader of the Council, Councillor Mrs Brown, to respond to the Petition as the appropriate Cabinet Member.

Councillor Mrs Brown stated that it was pleasing to note the positive support that the temporary Ice Rink had received. This had been arranged at very short notice and so she felt that all those involved, particularly the Officers here at the Council, should be congratulated for their efforts.

Given the success of last year's event it was her wish to support a similar event for this year. However, it was important to recognise that this was a commercial venture and so the risks involved would need to rest with the operator. Any event this year would be run on the same basis.

Councillor Mrs Brown explained that the Council had the aspiration to close the esplanade for seasonal events and this could potentially be a location for a temporary Ice Rink in the future. Even the events space in the proposed Linear Park could be a possible venue. Clearly in neither location would you want to make such a facility permanent as it would preclude other uses.

Looking at the provision of a permanent Ice Rink, Councillor Mrs Brown referred Members to the report that had been produced in response to the Petition. This stated that the requested location between larger population centres and adjacent to the sea meant that the necessary catchment area required for large scale leisure uses was compromised. This made it challenging but not impossible to make such uses work financially. That said, if any private operator wished to establish a permanent Ice Rink in Arun, then the Council would constructively work with them to make that happen, especially as regeneration was an Arun wide ambition, not one limited to small discreet sites in the main Towns. This willingness to work with private operators was the essence of Option (4) set out within the report, which Councillor Mrs Brown urged Members to support.

The Chairman then invited debate on the Petition from Members.

Members referred to previous debates that had taken place on the provision of a permanent ice rink which had outlined that despite its benefits, the initial feasibility study provided predicted a net loss of £38k a year and a £6.75 m outlay to build an ice rink within a complex. Although the temporary rink over the Christmas period had been well used, it had to be accepted that ice skating was a winter pastime and that for the remainder of the year, especially when the weather was good, visitors to the Town wanted to take part in other activities. Therefore, some Councillors questioned whether such a facility would be used and as a successful Summer attraction. On this basis, some Councillors spoke in support of Option 4 in the report.

Other Councillors speaking in support of Option 4 stated that although they welcomed any opportunity to welcome visitors to Bognor Regis, the reality and issue to discuss was the size of any permanent ice rink. What was being proposed had no vision. Other rinks located at Gosport; Basingstoke; and Guildford all had professional ice hockey teams that assisted financially in paying for the huge amount of maintenance involved. The overriding concern to some Councillors was the huge financial burden that the Council would need to take on and for a facility that would only be used in certain months of the year. Considering the Country had just experienced its best summer in years, the question was asked as to whether people would go ice skating in an exceptionally hot summer? It was hoped that the right commercial operator could be found who might be interested in looking at prospects on the outskirts of Bognor Regis.

Other Councillors supporting Option 4 congratulated the 2,500 residents who had supported the Petition but then stated that they had been mis-led by the Bognor Regis Civic Society in terms of the wording of 'multi-use' which meant that what was proposed would not provide a permanent ice rink. As there was currently no financial provision for the Council to provide an ice rink, it would continue to work with commercial operators to ensure that a similar seasonal event would be provided for this year's festive period.

Other Councillors then spoke in support of the Petition stating that what had to be considered was the amount of visitors that the Christmas ice rink had brought into Bognor Regis over a relatively short period of time. Reference was made to the regeneration plans that the Council had for the Winter Gardens and that at present, Members had not been provided with any solid detail in terms of size and what would be provided. Councillors were asked to be mindful of this and that they should receive the detail of what might be provided on this site so that the decision could be made in terms of what the site could accommodate attraction wise. It was felt that something positive needed to be given back to Bognor Regis and that a sizeable multi-purpose hall was needed to allow Bognor Regis to move forward with regeneration. On this basis, Councillors were urged to disregard Option 4.

Councillor Dr Walsh in speaking in support of the petition asked if a recorded vote could be taken on any proposal put forward. He then confirmed that he wished to make the following amendment to the options outlined within the Officer report. The detail of the amendment is set out below using **bold** for any additions and ~~strikethrough~~ for any deletions:

1. take the action the petition requests; or
2. not to take the action requested for reasons put forward in the debate; or
3. commission further investigation into the request; including a **multi-use hall**
4. support the following statement:-

“The Council welcomes the support given to the seasonal temporary Ice Rink and will continue to work positively with commercial operators to the successful delivery of similar events in the future. ~~Regarding a permanent facility the Council will provide non-financial support to any commercial operator who has a sound business case to deliver such a facility on the outskirts of the town.~~”

In formally proposing his amendment, Councillor Dr Walsh stated that this Petition outlined very clearly the views of the people of Bognor Regis. His amendment offered a sensible way to take what people wanted forward as it would allow the Council to commission further investigation into including a multi-hall option which could be used for many other events and activities throughout the whole year; this did not commit to any particular design but the point needed to be made that there was no other multi-use building anywhere in Bognor Regis. Councillor Dr Walsh therefore urged Members to support his amendment and he stated that Councillors should not be ruling anything in or out at this stage. Work needed to be undertaken to look at all of the options possible before a particular outcome could be confirmed.

Councillor Oppler then seconded this amendment.

The Chairman then invited Member debate on the amendment.

Councillors spoke against this amendment stating that it was simply not required as the wording to the statement at the start of Option 4 confirmed that the Council would not include or exclude any proposal put forward by a commercial operator. This was supported by other Councillors confirming that the Council had been open to discussion constantly, what needed to be confirmed was that the Council could not take on the financial burden of providing a permanent ice rink that had the potential of jeopardising the Council's regeneration plans.

Members supporting the amendment outlined that they struggled with the sentiment of the start of the statement for Option 4 which sent out a mixed message. The proposal to delete the final sentence in Option 4 provided fairness to all of the residents who had signed the Petition, it was felt that the Council needed to remain open-minded.

Others speaking in support of the amendment, stated that it was time to conduct further investigation looking into what was being asked for by the people of Bognor Regis. The amendment would allow the Council to look at all options and what could be provided on some of the larger regeneration sites. The suggestion was made that this would be an ideal topic for the Council's Scrutiny Committee and relevant Sub-Committees to look at in further detail.

A recorded vote was then requested on the amendment.

Those voting for it were Councillor Brooks, Buckland, Northeast, Oppler, Purchase, Mrs Rapnik Smith, Stanley, Dr Walsh and Wells, (10). Those voting against it were Councillor Ambler, Mrs Ayres, Mrs Bence, T Bence, Mrs Bower, R Bower. Mrs Brown, L Brown. Cates, Chapman, Charles, Cooper, Dillon, Dingemans, Edwards, Elkins, Mrs Hall, Mrs Harrison-Horn, Haymes, Hitchins, Mrs Madeley, Mrs Neno, Mrs Oakley, Oliver-Redgate, Mrs Porter, Miss Rhodes, Warren, Wheal, Wensley and Wotherspoon (30). Councillors Dendle, Gammon, Patel, Mrs Pendleton, Reynolds and Tyler abstained from voting (6).

The amendment was therefore declared LOST.

The Chairman then returned Members to the four options as set out within the report and invited further debate.

Mixed points of view were expressed for and against the Petition. In support of it, it was pointed out that the public had waited for over ten years for an Ice Rink and for regeneration. The Council needed to act now and look at providing a multi-use complex. It was essential for the Council to provide attractions in the Town Centre and not on its outskirts. The Council's own consultation had shown overwhelming support for an Ice Rink. The provision of a multi-purpose leisure facility would overcome the catchment figures mentioned in the report and would provide the significant proposals highlighted by residents as needed in previous consultation undertaken. This was an opportunity to respond to what the public wanted.

In concluding the debate, a request was made to allow Councillors the opportunity to vote on each of the Options set out within the report separately, with a recorded vote being undertaken for each of the Options.

Full Council – 12.09.18

The voting for Option 1 [to take the action the Petition requested] was:

Those voting for were Councillors Brooks, Buckland, Northeast, Oppler, Purchase, Mrs Rapnik, Smith, Stanley, Dr Walsh and Wells (10). Those voting against were Councillors Mrs Ayres, Mrs Bence, T Bence, Mrs Bower, R Bower, Mrs Brown, L Brown, Cates, Chapman, Charles, Cooper, Dillon, Dingemans, Edwards, Elkins, Mrs Hall, Mrs Harrison-Horn, Haymes, Hitchins, Mrs Madeley, Mrs Neno, Mrs Pendleton, Mrs Porter, Miss Rhodes, Warren, Wheal, Wensley and Wotherspoon (28). Councillors Ambler, Dendle, Gammon, Mrs Oakley, Oliver-Redgate, Patel, Reynolds and Tyler abstained from voting (8).

This confirmed that Option 1 was not supported.

The voting for Option 2 [not to take the action requested for reasons put forward in the debate] was:

Those voting for were Councillors Mrs Bence, T Bence, Mrs Bower, R Bower, Mrs Brown, L Brown, Chapman, Charles, Cooper, Dingemans, Edwards, Elkins, Mrs Hall, Mrs Harrison-Horn, Haymes, Hitchins, Mrs Madeley, Mrs Neno, Mrs Oakley, Mrs Pendleton, Mrs Porter, Miss Rhodes, Tyler, Warren, Wheal, Wensley and Wotherspoon (27). Those voting against were Mrs Ayres, Brooks, Buckland, Dillon, Northeast, Oppler, Purchase, Mrs Rapnik, Smith, Stanley, Dr Walsh and Wells. Councillors Ambler, Cates, Dendle, Gammon, Oliver-Redgate, Patel and Reynolds abstained from voting (7).

This confirmed that Option 2 was supported.

The voting for Option 3 [commission further investigation into the request] was:

Those voting for were Councillors Brooks, Buckland, Northeast, Oppler, Purchase, Mrs Rapnik, Smith, Stanley, Dr Walsh and Wells (10). Those voting against were Councillors Mrs Ayres, Mrs Bence, T Bence, Mrs Bower, R Bower, Mrs Brown, L Brown, Chapman, Charles, Cooper, Dillon, Dingemans, Edwards, Elkins, Mrs Hall, Mrs Harrison-Horn, Haymes, Hitchins, Mrs Madeley, Mrs Neno, Mrs Oakley, Mrs Porter, Miss Rhodes, Warren, Wheal, Wensley and Wotherspoon (27). Councillors Ambler, Cates, Dendle, Gammon, Oliver-Redgate, Patel, Mrs Pendleton, Reynolds and Tyler abstained from voting (9).

This confirmed that Option 3 was not supported.

The voting for Option 4 [support the following statement – The Council welcomes the support given to the seasonal temporary ice rink and will continue to work positively with commercial operators to the successful delivery of similar events in the future. Regarding a permanent facility, the Council will provide non-financial support to any commercial operator who has a sound business case to deliver such a facility on the outskirts of the Town"] was:

Those voting for it were Councillors Ambler, Mrs Ayres, Mrs Bence, T Bence, Mrs Bower, R Bower, Mrs Brown, L Brown, Cates, Chapman, Charles, Cooper, Dendle, Dillon, Dingemans, Edwards, Elkins, Mrs Hall, Mrs Harrison-Horn, Haymes, Hitchins, Mrs Madeley, Mrs Neno, Mrs Oakley, Oliver-Redgate, Patel, Mrs Pendleton, Mrs Porter, Miss Rhodes, Tyler, Warren, Wheal, Wensley and Wotherspoon (34). Those voting against were Councillors Brooks, Buckland, Northeast, Oppler, Purchase, Mrs Rapnik, Smith, Stanley and Dr Walsh (9). Councillors Gammon, Reynolds and Wells abstained from voting (3).

This confirmed that Option 4 was supported.

The Council therefore

RESOLVED – That

- (1) to not take the action requested in the Petition for the reasons put forward in the debate; and
- (2) the following statement be supported:

The Council welcomes the support given to the seasonal temporary ice rink and will continue to work positively with commercial operators to the successful delivery of similar events in the future. Regarding a permanent facility, the Council will provide non-financial support to any commercial operator who has a sound business case to deliver such a facility on the outskirts of the Town.

154. MINUTES

The Minutes of the Council Meeting held on 18 July 2018 were approved by the Council as a correct record and signed by the Chairman, subject to the following amendment at:

Minute 51 – Declarations of Interest

That Councillor Smith's Declaration of Personal Interest in Agenda Item 30 [Disposal/Acquisition of Interest in Land at the Regis Centre, Bognor Regis] as a Bognor Regis Town Council had been omitted and needed to be added to the Minutes.

155. CHAIRMAN'S ANNOUNCEMENTS

The Chairman alerted Members to the list of engagements and events that had been attended since the last Meeting of the Council held on 18 July 2018 – these had been emailed to Councillors recently.

156. URGENT MATTERS

There were no items for this meeting.

157. OVERVIEW SELECT COMMITTEE – 10 JULY 2018

The Chairman, Councillor Dingemans, presented the Minutes from the meeting of the Overview Select Committee held on 10 July 2018.

Councillor Dingemans alerted Members to two recommendations at Minute 68 [Overview Select Committee – Review of Scrutiny Procedure Rules] which sought approval to change the Council's Constitution at Section 6 (Scrutiny Procedure Rules), following a review of this Section of the Constitution. Councillor Dingemans formally proposed the recommendations which were then seconded by Councillor Mrs Bence.

The Council

RESOLVED - That

(1) The proposed changes to the Constitution at Part 6 – Procedure Rules, Section 2 (Scrutiny) as set out in the replacement text (as amended) as set out at Appendices A and B be approved and;

(2) The Group Head of Council Advice and Monitoring Officer be authorised to make any further consequential changes to the Constitution.

158. DEVELOPMENT CONTROL COMMITTEE – 11 JULY 2018

The Chairman, Councillor Bower, presented the Minutes from the meeting of the Development Control Committee held on 11 July 2018.

159. HOUSING & CUSTOMER SERVICES WORKING GROUP – 19 JULY 2018

The Vice-Chairman, Councillor Mrs Porter, presented the Minutes from the meeting of the Housing & Customer Services Working Group held on 19 July 2018.

160. CABINET – 23 JULY 2018

The Chairman, Councillor Mrs Brown, presented the Minutes from the Cabinet Meeting held on 23 July 2018.

Councillor Oppler then made a statement on Minute 112 [Proposed Offer to Market for Redevelopment the Car/Lorry Park at London Road, Bognor Regis] in line with Council Procedure Rule 13.1, stating that he could not support the disposal of this land for the purpose of redevelopment for student accommodation. This was because there had been inadequate consultation. Councillor Oppler stated that he could not accept the semi derelict state that the Council had left this site in claiming that it had become a wasted facility. He asked why the Council had taken no firm action to stop the constant use of this land by travellers and why preventative measures had not been actioned. Councillor Oppler outlined that the loss of very well used public conveniences situated next door to a primary school was a poor move by the Council as these toilets had always been extensively used. Users now had a long journey into Hotham Park to use alternative facilities. He urged the Council to reinstate these facilities.

In line with Council Procedure Rule 13.1, Councillor Brooks spoke on the same item and in agreement with the points raised by Councillor Oppler. Although he welcomed the expansion of the University, he expressed concern that rents in the Town would increase as a result of the additional accommodation, affecting families in most need.

The Leader of the Council, Councillor Mrs Brown, responded stating that the disposal of the land for best consideration would be excellent news for the economy of Bognor Regis. This was a derelict site that would be used to meet the demands of increasing student accommodation. The proposed redevelopment would include not just student accommodation, but a public car park and a retained and enhanced gateway access to Hotham Park. At the moment, soft market testing on the site was being undertaken.

Councillor Dr Walsh then made a Statement in relation to Minute 114 (Activities for Older Adults (Exempt – Paragraph 3 – Information Relating to Internal Business Affairs)] confirming that he supported the joint statement that had been issued by neighbouring District and Borough Councils in West Sussex confirming that West Sussex Leaders were fighting to protect frontline services threatened by the budget situation faced by West Sussex County Council. The statement confirmed how the Leaders would work together to try and mitigate the potential impacts of the cuts on vulnerable groups by writing to Central Government.

Councillor Dr Walsh outlined that West Sussex County Council had already saved £145 m but now needed to face a funding gap of £146m over the next four years. His concern was that the likely cuts would hit hard activities for older people and he asked what action was being taken by the Council to continue to provide these services.

(During the course of the discussion on Minute 114 [Activities for Older Adults (Exempt – Paragraph 3 – Information Relating to Internal Business Affairs)] Councillor Dr Walsh declared a Personal Interest as a Member of West Sussex County Council).

161. AUDIT & GOVERNANCE COMMITTEE – 26 JULY 2018

The Chairman, Councillor Chapman, presented the Minutes from the meeting of the Audit & Governance Committee held on 26 July 2018.

Councillor Chapman alerted Members to several recommendations at Minute 127 (Treasury Management Annual Report – 2017/18) which summarised the capital activity of the Council during the year; the impact of this on the Council's underlying indebtedness (the Capital Financing Requirement); provided a report on the required prudential and treasury indicators; a summary of interest rate movements in the year; and details on debt activity and detailed investment activity. Councillor Chapman then formally proposed the recommendations which were seconded by Councillor Mrs Oakley.

The Council

RESOLVED – That

- (1) the actual prudential and treasury indicators for 2017/18 contained in the report, be approved;
- (2) the treasury management report for 2017/18, be noted;
and
- (3) the treasury activity during 2017/18 which has generated interest receipts of £695,980 (1.05%). (Budget £530,000 – 1.02%), be noted.

Councillor Chapman then drew Members' attention to the final recommendation at Minute 129 (Chairman's Annual Report to Council – 2017/18) which he duly proposed. The recommendations were then seconded by Councillor Mrs Oakley.

The Council

RESOLVED

That the Chairman's Annual Report for 2017/18 be approved.

162. ENVIRONMENT & LEISURE WORKING GROUP – 31 JULY 2018

The Chairman, Councillor Hitchins, presented the Minutes from the meeting of the Environment & Leisure Working Group held on 31 July 2018.

163. ELECTORAL REVIEW SUB-COMMITTEE – 1 AUGUST 2018

The Chairman, Councillor Dendle, presented the Minutes from the meeting of the Electoral Review Sub-Committee held on 1 August 2018.

In drawing Members' attention to the recommendations at Minute 4 [Community Governance Review – Barnham and Eastergate], Councillor Dendle confirmed that he proposed to make an amendment to Recommendation (1) to change the effective date of the Reorganisation Order from 1 December 2018 to 1 April 2019.

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He explained that the date for the Reorganisation Order had been set at 1 December 2018 to tie in with the publication of the new Electoral Register. However, as there would be changes to the Parish Precept for residents of both Parishes when they merged, and as Council Tax bills were sent out once a year, if the effective date for the Order was not 1 April 2019, the Council would have to re-bill the residents covering the four month period between 1 December 2018 and 1 April 2019 which would be confusing for residents and a substantial piece of unnecessary work for the Council.

Councillor Wotherspoon proposed the amendment.

On putting the amendment to the vote it was declared CARRIED.

The Chairman then returned to the substantive recommendation, as amended, and

The Council

RESOLVED – That

(1) Barnham Parish Council and Eastergate Parish Council merge to become Barnham and Eastergate Parish Council with 13 Parish Councillors, with effect from 1 April 2019.

(2) the Group Head of Policy be given delegated authority to publish the Reorganisation Order.

164. CONSTITUTION WORKING PARTY – 14 AUGUST 2018

The Chairman, Councillor Mrs Bower, presented the Minutes from the meeting of the Constitution Working Party held on 14 August 2018.

Councillor Mrs Brown then presented each of the recommendations at Minute 9 [Constitutional Amendments to Part 6, Individual Cabinet Member Decision Notice Procedure Rules]; Minute 10 [Constitutional Amendments to Part 6 – Access to Information Procedure Rules]; and Minute 11 [Constitutional Amendments to Part 6 – Corporate Complaints Procedure Rules] on block and formally proposed all of the recommendations. These recommendations were then seconded by Councillor Wensley.

On the request of the Committee Services Manager, the recommendations were then voted upon separately.

The Council

RESOLVED – That

(1) the proposed changes to the Constitution at Section 1 (Decision Notices) Part 6, Procedure Rules (Other) as set out in the replacement text at Appendix 1 to the report be approved; and

(2) the Group Head of Council Advice & Monitoring Officer be authorised to make any further consequential changes to the Constitution.

The Council

RESOLVED – That

(1) the proposed changes to the Constitution at Section 4 (Access to Information), Part 6 (Procedure Rules – Other, as set out in the replacement text at Appendix 1 of the report be approved; and

(2) the Group Head of Council Advice & Monitoring Officer be authorised to make any further consequential changes to the Constitution.

The Council

RESOLVED – That

(1) the proposed changes to the Constitution at Section 8 (Corporate Complaints), Part 6 (Procedure Rules – Other) as set out in the replacement text at Appendix 1 of the report be approved; and

(2) the Group Head of Council Advice & Monitoring Officer be authorised to make any further consequential changes to the Constitution.

165. MOTIONS

No Motions had been submitted to this meeting.

166. QUESTIONS FROM MEMBERS PURSUANT TO COUNCIL PROCEDURE RULE 13

Three questions had been received as set out below:

- (1) from Councillor Stanley to the Cabinet Member for Neighbourhood Services, Councillor Wotherspoon, regarding the Hothamton Children's Play Park;
- (2) From Councillor Stanley to the Leader of the Council, regarding the Linear Park consultation; and
- (3) From Councillor Stanley to the Leader of the Council, regarding West Sussex County Council's proposed budget cuts

The full detail of the question asked and the response provided can be found at the back of these Minutes.

167. COMMITTEE MEMBERSHIPS

Although no changes to Committee Memberships were reported, Councillor Wells stated, in the absence of the Leader of the Opposition, that he could no longer remain as a Member of the Development Control Committee.

Councillor Wells was advised to confirm this with his Group Leader, Councillor Purchase, so that the change in Membership could be confirmed with Committee Services in line with the Council's Constitution.

168. REPRESENTATION ON OUTSIDE BODIES

The Leader of the Council, Councillor Mrs Brown, proposed a change in representation to the following Outside Body:

The Conservation Advisory Area Committee (CACC) in that the Council's representative be Councillor Mrs Bower and not Councillor R Bower.

Councillor Wensley seconded this change.

The Council

RESOLVED

That Councillor Mrs Bower replaces Councillor R Bower as the Council's representative on the Conservation Advisory Area Committee (CAAC).

(The meeting concluded at 20.07 pm)

COUNCIL MEETING – 12 SEPTEMBER 2018

**QUESTIONS FROM MEMBERS PURSUANT TO
COUNCIL PROCEDURE RULE 13**

Q1: Councillor Stanley to the Cabinet Member for Neighbourhood Services, Councillor Wotherspoon

Q1 There has been much discussion at Bognor Regis Town Council regarding the soundness of the fencing that surrounds the Hothamton Children's Play Park.

In light of the recent dog attacks in multiple Bognor Regis Parks I would like to ask the Leader of the Council if she will support us in ensuring a swift replacement of this fencing.

A1 The Council formally inspects all of its play areas weekly and has reviewed the independent risk assessments for this site. There have been no historical or current issues with dogs gaining access or dog fouling in this play area. The level of risk identified for this play area including all play equipment and fencing has been certified by the independent risk assessment as low. This independent risk assessment has been disclosed as part of a previous Freedom of Information request.

The risk assessment makes no reference to 'insufficient' height of fencing/gates. There is also no legal requirement for fencing to be a particular height or design, instead decisions on these matters are made in consideration of identified risks. The fencing and gates as they stand have been of this design since the play area was developed in the late 1980s without incident. Therefore the Council does not believe there is sufficient justification to replace all of the fencing at this time.

The Council will continue to inspect and monitor the play area and will carry out further works as and when required'.

Supp

Q Thank you for the response. Is it possible for you to provide me with a schedule of the weekly risk assessments undertaken for the Hothamton Play Area as I would like to see them?

Supp

A I will be happy to arrange for these to be provided to you.

Q2 **Councillor Stanley to the Leader of the Council, Councillor Mrs Brown**

Q2 In the 2015 Regeneration Consultation it is clearly evident that the area referred to as the Hothamton Car Park did not include the Hothamton Sunken Gardens.

Only during the 2017 Linear Park Consultation were the community made aware that it was the plan of the majority party to remove these gardens and replace it with the Linear Park.

Even at the 2017 Consultation the community was not asked their opinion, you said yourself in May's Full Council meeting "This was not intended to be a choice on the park happening or not – that decision had already been made."

Can we then agree this Council has never consulted the community on their views regarding the loss of the Hothamton Sunken Gardens and their views on its potential replacement, the Linear Park?

A2 Councillor Stanley, thank you for your question.

May I take you back to the 2003 Masterplan for Bognor Regis. The proposals for the Hothamton area included the statement "The new and existing community will have a stronger identity and will benefit from the creation of a new urban park that connects to the seafront." As you will be aware these proposals were subject to public consultation at the time. The Council has subsequently re-endorsed the masterplan concepts with some tweaks.

The current proposals are an extension of that concept.

In the 2015 consultation the public were invited to indicate their support or otherwise for a broad range of uses and activities and the comments received have informed the ideas that have subsequently come forward including the Linear Park.

This Council has clearly resolved that a planning application should be prepared and submitted for this scheme. Therefore, my challenge to you is to invite you to move on and engage positively with this project as the necessary details for the planning application are developed.

Supp

Q With respect, you have not answered my question. Further to that, in the 2015 neighbourhood plan, the Town Council spent over 3.5 years on this project which was supported by the community. This is a key historic landscaped area valued by the community and so development is not permitted – can you please provide a comment on this for me please?

Supp

A I do feel that I have provided the answer. All of these facts will be taken into consideration when we have received the planning application - comment can be made then.

Q3 **From Councillor Stanley to the Leader of the Council, Councillor Mrs Brown**

Q3 I would like to ask the Leader of the Council what impact she believes West Sussex County Council's decision to cut "Housing Funding Support" will have on the homeless situation in Bognor Regis.

Following this announcement what new plans will Arun District Council introduced to mitigate the impact on some of our communities' most vulnerable people?

A3 All of the Conservative Council Leaders from across West Sussex met earlier this week to discuss the budget situation faced by West Sussex County Council.

The Leaders discussed in detail the twin problems of increasing demand for services, particularly for children and vulnerable adults and reductions in funding from Government.

The County Council has already saved £145m out over the last eight years but it must save a further £146 m over the next four years.

The Leaders discuss how they could work together to try to mitigate the potential impacts of the cuts on vulnerable groups and to ensure that the impact on residents across the County is kept to a minimum.

However, we also agreed that working together would not be enough. So we will write to Government to collectively request that key services for children and vulnerable adults are properly funded.

The Leaders also expressed regret that Crawley Borough Council would not participate in this joint work for local communities.

However, Councillor Stanley, you have based your question on incorrect information. West Sussex County Council has not made a 'decision' to cut its housing support funding. It is still just a proposal. Following the meeting, officers from across West Sussex will consider the proposal, its impact and whether any alternative approaches to save money could be utilised.

The review will identify all current resources and try to align resources to the recent Homelessness Reduction Act (2017) and the Government's Rough Sleeping Strategy.

The timeline for this review, including consultation with existing WSCC commissioned services is now through to December 2018.

This piece of work will be led by our own Chief Executive, Nigel Lynn.

Supp

Q Do you have any initial thoughts personally on it that you can share with us?

Supp

A There is not much else that I can add at this stage. Only to re-emphasise that the West Sussex Leaders will be working together to mitigate the potential impacts of these proposed cuts.

DEVELOPMENT CONTROL COMMITTEE

5 September 2018 at 2.30 p.m.

Present: Councillors Bower (Chairman), Mrs Bence (Vice-Chairman), Ambler (substituting for Councillor Mrs Pendleton), Mrs Bower, Brooks, Cates, Dillon, Mrs Hall, Haymes, Mrs Oakley, Oliver-Redgate, Miss Rhodes and Mrs Stainton.

Councillors Charles was also in attendance at the meeting.

143. WELCOME AND THANKS

The Chairman welcomed Councillor Ambler as a first time member of the Committee.

The Chairman also advised that Andy Elder, Housing Strategy & Delivery Manager, was leaving the Authority for pastures new and, on behalf of the Committee, he thanked him for his service and wished him good luck for the future.

144. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors Northeast, Mrs Pendleton and Wells.

145. DECLARATIONS OF INTEREST

There were no declarations of interest made.

146. MINUTES

The Minutes of the meeting held on 8 August 2018 were approved by the Committee and signed by the Chairman as a correct record.

147. PLANNING APPLICATIONS

AL/40/18/PL – 2 No. semi detached bungalows with associated parking & landscape, Land adjacent to 14 St Johns Close, Westergate Having received a report on the matter, the Committee

RESOLVED

That the application be approved as detailed in the report.

Development Control
Committee – 05.09.18.

AL/136/17/PL – Erection of pair of semi detached houses & new access onto A29 – This is a Departure from the Development Plan, Land west of Fontwell Avenue, 1 Fontwell Avenue, Eastergate Having received a report on the matter, together with the officer's written report update detailing a further letter objection received and an amended plans condition, the Committee considered the application. A view was expressed that a site inspection should take place to provide an opportunity to hear the views of the Parish Council and, having been formally proposed and seconded, the Committee

RESOLVED

That the application be deferred to enable the Site Inspection Panel to visit the site.

A/74/18/OUT – Outline Planning Permission with all matters reserved, except access, for the demolition of existing outbuildings and the erection of 9 No. two storey dwellings consisting of 2 No. two bedroom dwellings, 2 No. three bedroom dwellings and 4 No. four bedroom dwellings. Departure from the Development Plan, The Laurels, Dappers Lane, Angmering Having received a report on the matter, together with the officer's written report update detailing the requirement for an additional condition relating to possible reptile activity at the site, the Committee

RESOLVED

That the application be approved as detailed in the report and the report update.

FG/94/18/PL – Erection of 1 No. chalet style bungalow, 55 Sea Lane Gardens, Ferring Having received a report on the matter and following some discussion relating to the boundary and trees, the Committee

RESOLVED

That the application be approved as detailed in the report.

148. PLANNING APPEALS

The Committee noted the planning appeals that had been received.

(The meeting concluded at 3.15 p.m.)

CABINET

17 September 2018 at 5.00 pm

Present : Councillors Mrs Brown (Chairman), Bence, Charles, Clayden, Haymes and Wotherspoon.

Councillors Ambler, Mrs Madeley, Mrs Oakley, Mrs Porter, and Wheal were also in attendance at the meeting.

169. WELCOME

The Chairman welcomed Councillors, a representative of the public and officers to the meeting.

170. APOLOGY FOR ABSENCE

An apology for absence had been received from Councillor Wensley.

171. DECLARATIONS OF INTEREST

There were no declarations of interest made.

172. MINUTES

The Minutes of the meeting held on 23 July 2018 were approved by the Cabinet as a correct record and signed by the Chairman.

173. REVENUE & CAPITAL OUTTURN EXPENDITURE 2017/18

The Chairman introduced this item and invited the Financial Services Manager to highlight a number of matters contained therein.

The Financial Services Manager was pleased to advise that an unqualified audit certificate had been received by the statutory deadline of 31 July 2018, which was good news considering that the deadlines had been moved forward by a full 2 months this year as part of the Government's programme of early closure.

The following points were particularly highlighted through the Financial Services Manager's verbal presentation:-

- The savings achieved during the year, together with underspends, had enabled the transfer of £1.102m to the General Fund balance at 31 March 2018.

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- An additional contribution to Littlehampton Wave (the new Leisure Centre currently under construction and fitting out) of £2.055m had been made which had resulted in it now being fully financed.
- £1m had been added to the Business Rates Reserve to help mitigate future uncertainty and risk around the business rate reset due in 2020/21.
- Homelessness Bed & Breakfast provision continued to be a significant issue and a supplementary estimate of £230k had been approved during the year.
- The HRA balance at 31 March 2018 was £7.963m, of which £1.338m was held in the Major Repairs Reserve. This balance was expected to reduce over the first few years of the HRA Business Plan as a result of the programme of new dwellings and additional expenditure on sheltered housing.

The Chairman thanked the Financial Services Manager for a positive report and was pleased to note the recurring budget savings whilst at the same time acknowledging the risk in respect of business rates.

The Cabinet supported the recommendations in the report and then confirmed its decision as per Decision Notice C/010/170918, a copy of which is attached to the signed copy of the Minutes.

174. BUDGET MONITORING REPORT TO 30 JUNE 2018

The Financial Services Manager presented this report which set out the Capital, Housing Revenue and General Fund Revenue budget performance to the end of June 2018 and reiterated the continuing pressure from homelessness and Bed & Breakfast expenditure – it was anticipated that there would be a requirement for a supplementary estimate later in the year if the situation continued.

The Chairman was pleased to note that the Council was on track with its budget for the first quarter of the year and the Cabinet confirmed its decision as per Decision Notice C/011/170918, a copy of which is attached to the signed copy of the Minutes.

175. FINANCIAL PROSPECTS 2018/19 TO 2023/24

In presenting this report, the Group Head of Corporate Support stressed that local government was facing an unprecedented level of financial uncertainty around the funding available to it, particularly due to the anticipated significant reductions in income presently generated by the New Homes Bonus and business rates regimes. It must therefore be recognised that it was not possible to make projections at the present time with any level of certainty.

The report on the table comprehensively outlined the significant risks to local government finance, not least because it was still not known what the impact would be of the changes to the New Homes Bonus and the methodology that Government would be using to reset the Business Rates baseline. The financial forecast had therefore been modelled on a number of assumptions which would have to be closely monitored and it was being recommended that £2m be transferred from the General Fund balances to the Business Rates Reserve to mitigate and smooth the effect for three years of the reduction in central government funding. However, it was stressed that this could only be seen as a temporary solution.

Reference was also made to the Fair Funding Review (FFR) which was due to be implemented for the year 2020/21 but was as yet to be confirmed. It was anticipated that there was likely to be a movement in funds from Districts to County Councils due to the pressure on Social Services.

Due to prudent financial management, it was felt that the Council had a comparatively healthy level of balances at the present time, although the Group Head of Corporate Support did refer Members to the table at paragraph 2.2.2 which detailed the indicative assumptions and deficits up to 2023/24. He reiterated that the figures must be considered in light of the huge uncertainties already highlighted and that the increase in the deficit was not surprising.

The Chairman was of the view that the report presented a realistic appraisal for the next 5 years and that the Council's financial position was stable due to prudent management and that was something to be proud of.

Following a question with regard to the pension scheme, which was answered at the meeting, the Cabinet confirmed its decision as per Decision Notice C/012/170918, a copy of which is attached to the signed copy of the Minutes.

176. PLANNING PEER REVIEW

The Cabinet Member for Planning introduced this item and advised the Cabinet of the main recommendations that the Planning Peer Review team had put forward as a result of its findings. Those recommendation had been included in the appendix to the report which, Members were informed, had been prepared within an tight timescale and should be seen as the starting point for a range of service delivery improvements – the suggested changes and improvements would need to be worked up in more detail over the coming months and would then be presented for consideration by all relevant parties prior to any decisions being made.

The Group Head of Planning informed the meeting that one of the biggest issues that had been identified was how the Planning Team currently managed their caseloads and the extended length of time being taken to

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reach determination of an application. He explained how this was being addressed and advised that work would be undertaken to establish a set of principles that would be published on how applications would be considered to ensure that none remained undetermined for an unnecessarily long period of time. Investigations would also be undertaken on the potential for a future householder LDO (Local Development Order) where such proposals would not need to apply to the Council for certain specified works. That would, of course, have to be considered and agreed at a future date by the Development Control Committee.

The Peer Review had identified the need to have a closer relationship with developers on the implementation of schemes and that there should be improved input from other Council departments or consultees on planning proposals. Within Planning, the Strategic Team dealt with the more significant development proposals in the District; their resources had been increased and their focus had been changed, with a dedicated resource for implementation monitoring but this would need increasing, especially with the requirements of the Housing Delivery Test coming up (a report would be presented to Cabinet at its meeting on 12 November 2018).

The Group Head of Planning concluded by stating that a number of issues had been highlighted by the Peer Review – some would take some time to progress to a conclusion and there were others that were in the process of being progressed already or which could be done fairly quickly. All of these would be discussed with the Portfolio Holder for Planning, Councillor Charles, and there would be tasks allocated and regular review meetings held over the coming months to action the findings of the Peer Review. The report on the table was therefore a first step in the work to be undertaken.

In discussing the item, a concern was raised that no decisions should be taken on any changes to process, etc. without due consultation and consideration by Members. An assurance was given by the Group Head of Planning that any future changes would go through all the relevant channels, i.e. the Development Control Committee and/or Cabinet and/or the Portfolio Holder for Planning.

Following consideration, it was agreed that the word “endorse” would be removed from the recommendation as it was felt that implied tacit agreement to the changes flagged up in the appendix to the report.

The Cabinet then confirmed its decision as per Decision Notice C/013/170918, a copy of which is attached to the signed copy of the Minutes.

177. CORPORATE PLAN 2013-18 – YEAR END PERFORMANCE REPORT 01.04.17. TO 31.03.18. AND END OF 5 YEAR REVIEW 2013-2018

The Chairman introduced this item by advising that it was important that the Council understood the outcome of the performance indicators for 2013-2018 to enable it to be aspirational for its new 11 Corporate Plan Indicators for the next four years 2018-2022. She then invited the Head of Policy to take Members through the detail of the report.

The Group Head of Policy was pleased to advise that the report showed that 8 of the 18 performance indicators had either achieved or over achieved the target set, resulting in a 5% improvement in overall performance from 2017. In addition, there had also been a number of significant successes with regard to strategic activity which indicated that the general direction of the Council was good.

The Chief Executive informed the Cabinet that, following recent customer satisfaction surveys in respect of cleanliness of the District and the quality of the service that the Council provided, the dip in the results was of concern and steps were being taken to redress that.

Following a brief discussion, the Cabinet confirmed its decision as per Decision Notice C/014/170918, a copy of which is attached to the signed copy of the Minutes.

178. SERVICE DELIVERY PLAN INDICATORS 2013-18 – YEAR END PERFORMANCE REPORT 01.04.17. TO 31.03.18. AND END OF 5 YEAR REVIEW 2013-2018

The Chairman, in introducing this report, reminded Cabinet that the Service Delivery Plan Indicators followed on from the Corporate Plan Indicators as detailed in the previous report and drilled down further to assess how each service was performing. The Group Head of Policy then provided more in depth detail on the figures contained in the report.

Following consideration, the Cabinet confirmed its decision as per Decision Notice C/015/170918, a copy of which is attached to the signed copy of the Minutes.

179. VOLUNTARY & COMMUNITY SECTOR INFRASTRUCTURE SUPPORT FUNDING

As an introduction to this report, the Cabinet Member for Wellbeing advised that the role of the voluntary and community sector was often overlooked and its value frequently under estimated. The sector was facing increasingly difficult times and good quality advice was much need to support

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this vital part of the community. He invited the Group Head of Community Wellbeing to provide Members with further detail.

The Group Head of Community Wellbeing commenced his presentation by providing the background to the recommendations contained in the report. In essence, the present funding model provided a fragmented service which delivered on local priorities but which lacked collaboration and a single direction of travel and voice for the sector. To overcome this, consultation had been undertaken with the voluntary and community sector; meetings had been held with delivery organisations and agreement had been reached that the sector would benefit from more structured representation.

Following this, local delivery organisations formed an alliance [to be known as the Voluntary and Community Sector Infrastructure (VCSI) Alliance] to provide a shared vision for the sector, together with a three year plan which would provide a model for collaborative working and improved efficiencies. As a result, the funding proposal Members were being requested to consider was that West Sussex County Council would fund the Alliance to deliver a core function and the District and Borough Councils would fund a local service to address local priorities.

The Chairman welcomed the report and stated that it was important to continue funding this sector and the Cabinet confirmed its decision as per Decision Notice C/016/170918, a copy of which is attached to the signed copy of the Minutes.

180. JOINT AREA COMMITTEES

The Cabinet received and noted the minutes of the meetings of the Joint Area Committees as follows:-

Joint Western Arun Area Committee – 13 June 2018

Joint Eastern Arun Area Committee – 19 June 2018

181. EXEMPT BUSINESS

The Cabinet

RESOLVE

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 item 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 item.

182. PROPOSED SHARED SERVICE ARRANGEMENT WITH ADUR & WORTHING COUNCILS FOR PRINTING [Exempt – Paragraph 3 – Information Relating to Business Affairs]

The Group Head of Policy presented this report which was seeking authority to enter into negotiations with Adur & Worthing Councils for this Council to provide them with printing services.

The Cabinet welcomed this initiative, supported the recommendations and confirmed its decision as per Decision Notice C/017/170918, a copy of which is attached to the signed copy of the Minutes.

(The meeting concluded at 6.15 pm)

ARUN DISTRICT COUNCIL

DECISION NOTICES FROM THE CABINET MEETING HELD ON
17 SEPTEMBER 2018

REF NO.	DECISION
C/010/170918	Revenue & Capital Outturn Expenditure 2017/18
C/011/170918	Budget Monitoring Report to 30 June 2018
C/012/170918	Financial Prospects 2018/19 to 2023/24
C/013/170918	Planning Peer Review
C/014/170918	Corporate Plan 2013-18 – Year-end Performance Report for the Period 1 April 2017 to 31 March 2018 and End of 5 Year Review for the Period 2013-2018
C/015/170918	Service Delivery Plan Indicators 2013-2018 – Year End Performance Report for the Period 1 April 2017 to 31 March 2018 and End of 5 Year Review for the Period 2013-2018
C/016/170918	Voluntary & Community Sector Infrastructure Support Funding
C/017/170918	Proposed Shared Service Arrangement with Adur & Worthing Councils for Printing [Exempt – Paragraph 3 – Information Relating to Business Affairs]

PLEASE NOTE THAT THESE DECISIONS WILL COME INTO EFFECT FROM 10.00 A.M. ON WEDNESDAY 26 SEPTEMBER 2018 UNLESS THE CALL-IN PROCESS IS APPLIED

If a Councillor wishes to request a call-in of any of the decisions taken above, they will need to take the following steps in line with the Scrutiny Procedure Rules at Part 6 of the Constitution – Scrutiny Procedure Rules (Other)

They will need to:

- Submit their request in writing for a Call-In to the Group Head of Policy & Scrutiny and identify who will act as the lead Member of the Call-In
- Specify which decision is to be the subject of the Call-In
- Explain which of the criteria for the Call-In apply

REFERENCE NO: C/010/170918

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Revenue & Capital Outturn Expenditure 2017/18	
OFFICER CONTACT: Carolin Martlew, Financial Services Manager Extn: 37568 e.mail: carolin.martlew@arun.gov.uk	

EXECUTIVE SUMMARY: The attached report provides a summary of revenue and capital outturn expenditure for 2017/18 and compares this expenditure with the approved budget.

DECISION:

As recommended in the report, Cabinet

RESOLVED – That

- (1) the revenue and capital outturn expenditure and earmarked reserve transactions for 2017/18 be noted;
- (2) the level of balances and unused Section 106 sums at 31 March 2018 be approved;
- (3) the £2.055m contribution to the Littlehampton Leisure Centre earmarked reserve be noted; and
- (4) a £1m contribution to the Business Rates earmarked reserve be noted.

REASON FOR THE DECISION: To ensure that Members are fully aware of the Council's outturn for 2017/18 and the level of reserves at 31 March 2018, which will be available for use in future years.

OPTIONS CONSIDERED BUT REJECTED: N/A

CABINET MEMBER(S):

DECLARATION OF INTEREST BY CABINET MEMBER(S) RESPONSIBLE FOR DECISION:	None
DISPENSATIONS GRANTED :	None

CONFLICT OF INTERESTS DECLARED BY A CABINET MEMBER CONSULTED IN RESPECT OF THIS DECISION: None

REFERENCE NO: C/011/170918

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Budget Monitoring Report to 30 June 2018	
OFFICER CONTACT: Carolin Martlew, Financial Services Manager Extn: 37568 e.mail: carolin.martlew@arun.gov.uk	
EXECUTIVE SUMMARY: The budget monitoring report sets out the Capital, Housing Revenue and General Fund Revenue budget performance to the end of June 2018.	
DECISION: As recommended in the report, the Cabinet RESOLVED – That (1) the report at Appendix 1 be noted; and (2) the overall performance against budget is currently on track and is noted.	
REASON FOR THE DECISION: To ensure that spending is in line with approved Council policies and that it is contained within overall budget limits.	
OPTIONS CONSIDERED BUT REJECTED: N/A	
CABINET MEMBER(S):	
DECLARATION OF INTEREST BY CABINET MEMBER(S) RESPONSIBLE FOR DECISION:	None
DISPENSATIONS GRANTED :	None
CONFLICT OF INTERESTS DECLARED BY A CABINET MEMBER CONSULTED IN RESPECT OF THIS DECISION: None	

REFERENCE NO: C/012/170918

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Financial Prospects 2018/19 to 2023/24	
OFFICER CONTACT: Alan Peach, Group Head of Corporate Support Extn: 37558 e.mail: alan.peach@arun.gov.uk	
EXECUTIVE SUMMARY: The Council's Medium Term Financial Strategy (MTFS) covering the period up to 2023/24 rolls forward the data in the existing approved MTFS. The Strategy amends certain assumptions contained in it to reflect changes in the Council's circumstances and other issues that have a strategic bearing on the Council's General Fund financial prospects.	
DECISION: As recommended in the report, the Cabinet RESOLVED – That (1) the core assumptions set out in the Medium Term Financial Strategy and the current financial position be agreed; (2) the significant risks to local government finance that have been clearly outlined in the report be noted and agreed; (3) the Medium Term Financial Strategy to be used to set the budgetary framework in preparing the 2019/20 budget; and (4) the transfer of £2M from the General Fund balances to the Business Rates Reserve to mitigate against reducing central government funding be approved.	
REASON FOR THE DECISION: To formulate the Council's Medium Term Financial Strategy and to set the financial context and framework for decisions to be taken by the Council.	
OPTIONS CONSIDERED BUT REJECTED: To not accept the assumptions outlined in the strategy.	
CABINET MEMBER(S):	
DECLARATION OF INTEREST BY CABINET MEMBER(S) RESPONSIBLE FOR DECISION:	None
DISPENSATIONS GRANTED :	None
CONFLICT OF INTERESTS DECLARED BY A CABINET MEMBER CONSULTED IN RESPECT OF THIS DECISION: None	

REFERENCE NO: C/013/170918

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Planning Peer Review	
OFFICER CONTACT: Neil Crowther, Group Head of Planning Extn: 37839 e.mail: nei.crowther@arun.gov.uk	
EXECUTIVE SUMMARY: The This report reflects on the content and recommendations of the Planning peer Review which was undertaken in June 2018.	
DECISION: As recommended in the report, the Cabinet RESOLVED That the recommendations of the Peer Review and the initial recommended responses be noted.	
REASON FOR THE DECISION: The majority of the recommendations of the Peer Review are sensible and some were already being actioned prior to the review. It is considered that the proposed responses to the recommendations are proportionate and realistic.	
OPTIONS CONSIDERED BUT REJECTED: To only action some of the recommendations of the Peer Review To action none of the recommendations of the Peer Review To propose alternative responses/actions to the recommendations of the Peer Review	
CABINET MEMBER(S):	
DECLARATION OF INTEREST BY CABINET MEMBER(S) RESPONSIBLE FOR DECISION:	None
DISPENSATIONS GRANTED :	None
CONFLICT OF INTERESTS DECLARED BY A CABINET MEMBER CONSULTED IN RESPECT OF THIS DECISION: None	

REFERENCE NO: C/015/170918

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Service Delivery Plan Indicators 2013-2018 – Year-end Performance Report for the Period 1 April 2017 to 31 March 2018 and End of 5 Year Review for the Period 2013-2018	
OFFICER CONTACT: Gemma Stubbs, Executive Assistant to the Chief Executive Extn: 37707 e.mail: gemma.stubbs@arun.gov.uk	
EXECUTIVE SUMMARY: This report sets out the year end performance outturn for the Service Delivery Plan (SDP) performance indicators for the period 1 April 2017 to 31 March 2018. This report also provides a review of the performance of the 45 SDP indicators during the 5 year period 2013-2018.	
DECISION: As recommended in the report, the Cabinet RESOLVED That the Council's overall performance against the targets set out in the Service Delivery Plan Report 1 April 2017 to 31 March 2018, as set out at Appendix A to the report, be noted, together with the proposed actions by the Corporate Management Team to address under performance and achieve the new targets for 2018/19 and beyond.	
REASON FOR THE DECISION: In order for Cabinet to be updated with the Q4 Performance Outturn for the Service Delivery Plan Indicators for the period 1 April 2017 to 31 March 2018.	
OPTIONS CONSIDERED BUT REJECTED: To note the report and request any remedial actions for under achieving indicators, if appropriate and required To request further information before any remedial actions are undertaken.	
CABINET MEMBER(S):	
DECLARATION OF INTEREST BY CABINET MEMBER(S) RESPONSIBLE FOR DECISION:	None
DISPENSATIONS GRANTED :	None
CONFLICT OF INTERESTS DECLARED BY A CABINET MEMBER CONSULTED IN RESPECT OF THIS DECISION: None	

REFERENCE NO: C/016/170918

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Voluntary and Community Sector Infrastructure Support Funding	
OFFICER CONTACT: Robin Wickham, Group Head of Community Wellbeing Extn: 37835 e.mail: robin.wickham@arun.gov.uk	
EXECUTIVE SUMMARY: This report informs Cabinet on the commissioning intentions of the funding partners in respect of the Voluntary and Community Sector infrastructure support and recommends future funding for the service.	
DECISION: As recommended in the report, the Cabinet RESOLVED – That (1) the Council (with West Sussex County Council, Clinical Commissioning Groups and other West Sussex District and Borough Councils) enter into an agreement with the VCSI (Voluntary and Community Sector Infrastructure) Alliance to deliver a West Sussex VCSI Support Service; (2) a funding contribution for this service of £50,000 per year be provided for a period of two years, with an annual uplift in line with the consumer price index calculated on each anniversary of the agreement; and annually thereafter for an additional three years and subject to satisfactory annual monitoring reviews and the availability of Arun District Council funding; (3) the Overview Select Committee to review the performance of Arun's infrastructure delivery organisation in year two of the funding period and at appropriate intervals thereafter; and (4) Authority be delegated to the Cabinet Member for Community Wellbeing, the Group Head of Corporate Support (S151 Officer) and the Director of Services to commission Voluntary Action Arun & Chichester to deliver its local VCSI Support Service for an initial period of two years through a Service Level Agreement.	
REASON FOR THE DECISION: To ensure that there is effective support for the voluntary and community sector in Arun.	
OPTIONS CONSIDERED BUT REJECTED: To not agree the recommendations To amend any or all of the recommendations.	
CABINET MEMBER(S):	
DECLARATION OF INTEREST BY CABINET MEMBER(S) RESPONSIBLE FOR DECISION:	None
DISPENSATIONS GRANTED :	None
CONFLICT OF INTERESTS DECLARED BY A CABINET MEMBER CONSULTED IN RESPECT OF THIS DECISION: None	

REFERENCE NO: C/017/170918

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Proposed Shared Service Arrangement with Adur & Worthing Councils for Printing [Exempt – Paragraph 3 – Information Relating to Business Affairs]	
OFFICER CONTACT: Jackie Follis, Group Head of Policy Extn: 37580 e.mail: jackie.follis@arun.gov.uk	
EXECUTIVE SUMMARY: Arun District Council has been approached by Adur and Worthing Councils concerning the provision of a range of printing services. This report sets out the background to the proposal and seeks a decision on whether or not Arun wishes in principal to provide these services to Adur and Worthing Councils and, if it does, to delegate authority to the Cabinet Member for Corporate Support, in consultation with the Group Head of Policy, to agree the terms of providing that service for Adur and Worthing Councils.	
DECISION: As recommended in the report, the Cabinet RESOLVED – That (1) negotiations be entered into with Adur and Worthing Councils to enable Arun District Council to provide a shared service arrangement for high speed copying/printing for Adur and Worthing Councils; and (2) delegated authority be granted to the Cabinet Member for Corporate Governance, in consultation with the Group Head of Policy, to agree the terms of providing that service for Adur and Worthing Councils.	
REASON FOR THE DECISION: Local authorities are being encouraged to consider sharing services where it is beneficial to do so. As set out, this partnership working will enable the Council to make best use of current resources and generate income by providing a service through a proven model.	
OPTIONS CONSIDERED BUT REJECTED: To not enter into negotiations with Adur & Worthing Councils regarding a shared service arrangement for high speed copying and printing and to lose the opportunity for income generation.	
CABINET MEMBER(S):	
DECLARATION OF INTEREST BY CABINET MEMBER(S) RESPONSIBLE FOR DECISION:	None
DISPENSATIONS GRANTED :	None
CONFLICT OF INTERESTS DECLARED BY A CABINET MEMBER CONSULTED IN RESPECT OF THIS DECISION: None	

OVERVIEW SELECT COMMITTEE

18 September 2018 at 6.00 p.m.

Present: - Councillors Dingemans (Chairman), Elkins, Hughes, Mrs Oakley, Oliver-Redgate, Miss Rhodes, Mrs Rapnik, Dr Walsh Warren and Wheal.

Councillors Bence, Mrs Brown, Clayden, Haymes, were also present at the meeting.

183. WELCOME

The Chairman welcomed Members of the Committee, Councillors and Members of the public to the Meeting.

He especially welcomed the Sussex Divisional Commander, Jerry Westerman, from the Sussex Police for attending and agreeing to be asked a series of questions on the Transformation Strategy.

184. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors English, Mrs Bence, Blampied and Edwards and from the Deputy Leader of the Council and Cabinet Member for Corporate Support, Councillor Wensley, and the Cabinet Member for Planning, Councillor Charles.

185. DECLARATIONS OF INTEREST

There were no Declarations of Interest made.

186. MINUTES

The Minutes of the meeting of the Committee held on 10 July 2018 were approved by the Committee as a correct record and were signed by the Chairman.

187. THE SUSSEX POLICE TRANSFORMATION STRATEGY – 2018-2022

The Chairman introduced the newly appointed Police Divisional Commander for West Sussex, Jerry Westerman, explaining that he had been invited to provide information on the Sussex Police Transformation Strategy 2018-2022.

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The Chairman invited the Divisional Commander to provide his presentation.

Firstly, he explained to the Committee his role within the Police in that he was responsible for the delivery of the Transformation Strategy. All policing within West Sussex was the responsibility of Kris Ottery (the Chief Inspector for Arun and District Commander). He had attended the Special Meeting of this Committee held in January 2018 on local policing issues. He emphasised that should the Committee choose to ask questions on policing and individual burglaries, he would most likely not be able to answer these questions as his role for tonight was to talk about the Strategy.

Turning to the Transformation Strategy, it was explained that it had been developed for the new financial year 2018-19 to push forward and continue to improve the services provided by the Police to the public.

Its main priorities had been enhanced to:

- Keep communities safe and feeling safe – this was the key priority
- Identify and protect vulnerable people - it was recognised that there were members of the community who were less able to help themselves. It was part of the Police's role to identify those that were vulnerable so that the appropriate protection could be provided to them
- Prevent and respond to harm – this was the final priority which aimed to stop crime happening using preventative tools.

The priorities listed above had to be put into context due to:

- Changing demands – an increase demand was noticeable in areas that were known as 'private space' such as on-line criminal activity using social media and the internet, cyber-crimes and crimes that were not visibly noticeable. Examples given were domestic abuse; child exploitation; and child grooming. These crimes were on the increase. As they were not noticed by the public, the policing of them was not publicly obvious too – demand was shifting and they had to react to this.
- National threats – this covered terrorism - the threat of attack had not gone away and it was outlined that Sussex was not immune to these types of threats.

- Local policing – reference was made to the new Policing Model adopted which confirmed how the Police undertook its work. There were dedicated local Officers working with many partner organisations such as Charities and local authorities to tackle issues of most importance to local communities.

Having had a decade of austerity the Police was now in an improved financial position. The result of this was that it had:

- A greatly improved financial position
- Saved nearly £90 m since 2010
- Released reserves of £17 m
- However, still a need to save a further £3m

This would allow Sussex Police to:

- Strengthen local policing by modernising its services. There would be an additional 200 police officers over the next four years with 500 posts being protected. A constant review of PCSO recruitment would be undertaken and an expansion of local prevention teams to increase visibility and accessibility. Resources within Community Investigations teams would be increased by expanding teams in Arun and across Sussex allowing more serious crimes to be tackled.
- Public contact would be improved. It was recognised how important this was for people, that when they needed the police, they could get hold of the Police. In response to the concerns expressed over waiting times when dialling 999 and 101 a new online portal for reporting incidents had been introduced to increase efficiency and to reinvest funds into front line policing.
- Modernising services – Officers now had access to core systems using a hand held mobile device allowing access to any system.
- The right skills and tools such as automatic number plate recognition technology in all front line vehicles would improve efficiency.
- Collaboration with partners for public benefit to increase effectiveness – integration with other emergency services in terms of joint working.

The Chairman then invited questions from Members. To start he confirmed that three written questions had been submitted in advance of the meeting. These were:

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- Page 9 of the Strategy – Talk of Community Intelligence – this required police presence on the streets. Reducing the number of PCSOs went against gathering Community Intelligence so how did the Strategy propose to overcome this lack of contact?

Response – It was confirmed that there were no plans to reduce the number of PCSOs as their importance and value to local communities was recognised. However, the presence of PCSOs was not the only way of gathering community intelligence. Other methods such as phoning crime stoppers and the use of e-mail and 101 all worked successfully.

- Page 11 of the Strategy – this stated that “we will continue to investigate lower risk crime over the phone” – did this include burglary?

Response – the Police might investigate some burglary over the phone, firstly they had to determine the varying types of burglary ie garden sheds; homes or business premises. They would assess all crimes based on threat; harm; risk; vulnerability; and engagement - every crime investigated was based on this principle.

- Page 14 of the Strategy – how many Multi-Agency Safeguarding Hubs (MASH) were there in Arun and where?

Response – there were 30 MASH hubs with only one covering the whole of West Sussex based in Horsham. This was where all different agencies came together to ensure the safeguarding of vulnerable children and adults.

Other questions asked by the Committee were:

- Although it was good news to hear that there would be an additional 200 new police officers over the next 4 years, this had to be set against the reductions of the past. The concern was that if you asked the public did they see local policing the answer was a definite no and that there was a real lack of visible policing and enforcement. Two examples were provided - antisocial behaviour and motorbike riding on pavements in Littlehampton Town Centre.

Response – the Police were aware of the anti-social behaviour challenges in Littlehampton. A dedicated local prevention team had worked hard on the issues with a degree of success and work was continuing using the threat, harm, risk principle.

- Concern was expressed over plans to replace the human touch with ever advancing technology. Would drones eventually replace Police Officers?

Response – No, technology would enhance it as it allowed the Police to tackle crime more efficiently and in a way that they could not operate before. An example was the use of drones to search for missing people. This was more efficient and cheaper than using a Police Helicopter.

- On the increased reporting of crime and the use of the 101 service, there was still concern about waiting times. A survey had been undertaken last year where it had been reported that Sussex Police had lost 6,000 calls a month on the 101 number. This matter had been raised with the Sussex Police and Crime Commissioner at the Special meeting of this Committee held in January 2018, could any further information be provided on how this situation had changed or improved?

Response - there were concerns over the number of calls that were abandoned and this was measured as part of the Police's ongoing performance regime. It was difficult to anticipate how abandoned calls were as a result of using the on-line portal for reporting crime as an alternative to 101. A transformation contact improvement programme was in place but the results were not yet available as this had only commenced in April 2018. Reassurance was given that this was taken very seriously as an issue.

- A request was made that the latest data on this, when available, be provided to the Committee.
- The Cabinet Member for Residential Services, Councillor Bence, raised a concern over the Police's ability to accept moving CCTV evidence electronically and asked if this could be reported back to the appropriate Officer.

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- No reference had been made in the Strategy in terms of the use of special constables and the role that they played. They could be a great way to supplement the work of PCSOs .

Response – the work of Special Constables was valued enormously, however, they were volunteers and had not been featured in the Strategy as they could not be used to replace PCSOs who were paid staff. As specials were voluntary it could not be guaranteed when they would be working. They also undertook other duties such as manning police counters etc.

Finally, the Chairman thanked Divisional Commander Jerry Westerman for attending the meeting and for providing a very informative presentation.

188. LOCAL COUNCIL TAX REDUCTION SCHEME 2019

The Group Head of Corporate Support presented a report in the absence of the Revenues and Benefits Manager setting out options for the Committee to consider in adopting the Local Council Tax Reduction Scheme (LCTRS) for year 7, from April 2019.

It was explained to Members that normally options for the following year's scheme would be presented to the Council Tax Support Working Party. However, the meeting scheduled for 29 August 2018 had been cancelled as it would not have been quorate. Due to the tight timescales in place in have a scheme approved by Full Council before the Government's deadline of 31 January 2019, the Chairman had given his authority for consideration of this report to be brought direct to this meeting of the Committee.

The background explaining why local authorities had to create their own local council tax reduction scheme was explained. The Government legislated that people of a pensionable age would continue to receive support based on national rules.

Change was necessary due to the introduction of Universal Credit (UC), its roll-out at Arun had commenced on 4 July 2018. This applied to all new working age claimants (with certain exceptions). It was anticipated that there would be an increased number of claimants moving from Housing Benefit over to UC. The number of changes in circumstances as a result of this was explained which meant that if no change was made to the existing scheme, the UC customer would receive numerous Council Tax bills through the year with each one amending their instalments making this confusing for the customer and a costly administrative process for the Council.

The introduction of a banded scheme would reduce the number of Council Tax demands that would be issued as a new bill would only be sent when a customer's income would change resulting in them moving to a new income band. The proposed Option 2 also offered more support to lower-income families providing more stability to those whose wages fluctuated each month.

In discussing the report, the Committee quickly came to the view that Option 2 seemed the most sensible way forward as this would be simpler to administer and would be easier for customers to understand.

It was accepted that some residents would be adversely affected but overall more would benefit. Option 2 would give people a helping hand maintaining their employment and allowing them to know where they stood within the benefits system.

In discussing this point, the Committee asked if it could be provided with an indication of the numbers that would be impacted by Option 2. As this information could not be provided at the meeting, it was agreed that the information would be circulated to the Committee.

The Benefits Team Leader then confirmed that around 4,112 residents would gain financially and for those that would not the average loss would be around £13.13 pounds per week. It was confirmed that those on the lowest income would receive a 90% discount award.

The Committee also asked if the likely cost to the Council, if Option 2 was adopted, could be confirmed. The Group Head of Corporate Support stated that Option 2 would be cost neutral compared to the previous scheme. Again, it was agreed that this information would be circulated to the Committee.

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The Committee

RECOMMEND TO CABINET [ON 15 OCTOBER 2018] – That

- (1) That Option 2 [to change the scheme to an income-banded scheme] be the proposed Option to take forward for Year 7 (2019); and
- (2) Subject to a full public consultation exercise being undertaken with the results of this consultation being fed back to the Overview Select Committee; then Cabinet and then to Full Council on 9 January 2019 for final approval.

189. CABINET MEMBER QUESTIONS AND UPDATES

The Cabinet Member for Technical Services, Councillor Haymes, was asked if the Council would consider reinstating the provision of hand towels in all of its cloakrooms within the Civic Centre due to the recently expressed concerns by scientists about the dangers to health associated with mechanical hand dryers.

The Cabinet Member for Technical Services, Councillor Haymes, responded confirming that the provision of hand towels would not be reintroduced. Although he was aware of the recent publicity he outlined that there was nothing wrong with hand dryers and that jet dryers were better than those with the slower speed. He confirmed that the amenities within the Civic Centre were perfectly adequate.

A supplementary question was asked stating that this decision had been taken without any consultation. Concerns were expressed over the location of waste bins around mechanical dryers which was a health risk and perhaps contributed to sickness levels in the Civic Centre amongst staff.

Councillor Haymes outlined that the decision made was not a Cabinet Member decision but an operational matter.

The Chairman asked the Leader of the Council, Councillor Mrs Brown, if she could comment on West Sussex County Council's (WSCC) proposed decision to cut housing related support contracts from April 2019.

The Leader of the Council, Councillor Mrs Brown, responded reminding Members that this was still a proposal at this stage and that no decision had actually been taken. She outlined that Council Leaders from across West Sussex had met to discuss the budget situation faced by WSSC and the likely implications had been discussed in detail.

Discussion had taken place in terms of how the Leaders could work together to try to mitigate the potential impacts of the cuts on vulnerable groups and to ensure that the impact on residents across the County be kept to a minimum. However, it had also been agreed that working together would not be enough and so a collaborative response would be sent to Government to collectively request that key services for children and vulnerable adults continue to be properly funded. It was with regret that Crawley Borough Council had chosen to not participate in this joint work. Officers from across West Sussex would now consider the proposal; its impact; and whether any alternative approaches to save money could be utilised.

The review would identify all current resources and would try to align resources to the recent Homelessness Reduction Act (2017) and the Government's Rough Sleeping Strategy. The timeline for this review, including consultation with existing WSSC commissioned services would be concluded in December 2018 and would be led by this Council's own Chief Executive, Nigel Lynn.

Councillor Dr Walsh expanded upon the response provided in his capacity as Vice-Chairman of WSSC's Health and Adult Social Care Committee (HASC) stating that the proposals would be discussed at the next meeting taking place on 27 September when it was hoped that the format for the consultation and a timetable for this work would be agreed. The following meeting of HASC on 15 November 2018 would then look at the proposals.

Councillor Mrs Brown responded further agreeing that the proposals presented a huge problem for the whole of the County. What they had agreed amongst Leaders was that this was a WSSC decision but that all affected Districts and Boroughs needed to take responsibility and mitigate the effect on residents.

A question was asked about why wardens in supported housing had been cut and when did the system of protection or support change within Arun and how many properties did Arun have where wardens were in place and were no longer in place. As a response could not be provided at the meeting, Councillor Mrs Brown confirmed that she would respond in writing.

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(During the course of the discussion on this item, the following Councillors declared interests:

- *Councillor Dr Walsh declared a Personal Interest as a Member of West Sussex County Council and as Vice-Chairman of the Health and Adult Social Care Committee; and*
- *Councillor Elkins as a Member of West Sussex County Council).*

190. WORK PROGRAMME

The Group Head of Policy alerted Members to the following proposed changes to its Work Programme, as set out below:

20 November 2018 Meeting

- The review of Performance since the award of the Greenspace Management Contract be deferred to 29 January 2019.
- Instead a report on the Information and Communications Technology (ICT) Service Strategy – 2091-2023 be brought to this meeting.

That a Special Meeting of the Committee be held on 3 December 2018 to consider the consultation responses for the proposed Council Tax Reduction Scheme for Year 7 – 2019.

The Committee

RESOLVED

That the changes reported to the meeting in terms of its Work Programme for 2018-19 be approved.

(The meeting concluded 7.09 pm)

HOUSING & CUSTOMER SERVICES WORKING GROUP

20 September 2018 at 6.00 p.m.

Present: - Councillors Hughes (Chairman), Mrs Ayres, Blampied, Mrs Harrison-Horn, Mrs Madeley and Mrs Rapnik.

14. APOLOGIES

Apologies for absence had been received from Councillors Edwards, Mrs Porter and Miss Rhodes.

15. DECLARATIONS OF INTEREST

There were no Declarations of Interest made.

16. MINUTES

The Minutes of the meeting held on 19 July 2018 were approved as a correct record and signed by the Chairman.

17. HOMELESSNESS AND HOUSING STRATEGY

The Housing Services Manager gave a presentation which informed Members on the draft objectives of the new Homelessness and Housing Strategy 2018-2022, which was being prepared for consideration by Cabinet at its meeting on 12 November 2018. The new Strategy would be combining into one document the three previous strategies, namely

- Raise the Roof Housing Strategy 2010-2015
- Homelessness Strategy 2012-2016
- Rough Sleepers' Strategy 2013-2016

The Working Group was advised that the Strategy would have 4 objectives, i.e.

- (i) To maximise the delivery of affordable homes
- (ii) To prevent and relieve homelessness
- (iii) To improve the housing conditions across all tenures
- (iv) To create sustainable communities to meet the needs of all residents

The Housing Services Manager provided more in depth information on each of the objectives to better inform Members of the direction of the Strategy. A number of questions were asked and responded to at the meeting by both herself and the Group Head of Residential Services, during

which it was agreed that an information report would be brought to a future meeting on the status of Chilgrove House.

The Chairman thanked the Housing Services Manager for an interesting and informative report.

(The meeting concluded at 6.48 pm)

BOGNOR REGIS REGENERATION SUBCOMMITTEE

24 September 2018 at 6.00 pm

Present: - Councillors Hitchins (Chairman), Mrs Madeley (Vice-Chairman), Bence, Bower, Mrs Brown, Charles, Dillon, Reynolds and Stanley.

8. DECLARATIONS OF INTEREST

No declarations of interest were made.

9. MINUTES

The Minutes of the meeting held on 25 June 2018 were approved by the Subcommittee as a correct record and signed by the Chairman.

10. BOGNOR REGIS TOWN CENTRE MANAGEMENT AND BID UPDATE

The Senior Regeneration Officer presented this report which provided a final evaluation of the town centre management initiative, together with an update on the recently adopted Business Improvement District (BID). This was accompanied by a slide presentation to highlight the improvements that had been made to the public realm; shopfronts; events to bring people to the town; and the evidence of change. She advised that the slide presentation would be uploaded to the web immediately following the meeting as Appendix B to the report and that it would be found as an additional paper to the agenda already on the web.

The Subcommittee was also advised that, with regard to the ballot as to whether to progress the BID, there had been a high 60% turnout with votes in favour amounting to 80%, which was an unusually high degree of support. This was a positive endorsement of progress to date and the relevance of the BID Business Plan to voting businesses. A lot of hard work had been undertaken by a number of people to achieve such a good outcome and the Senior Regeneration Officer took the opportunity to pay particular tribute to the work of Toyubur Rahman, who had been appointed to the post of Bognor Regis Town Centre Manager in May 2014 and who was the architect behind so many of the improvements highlighted, together with the time and effort he had put in in establishing the BID.

In turning to discussion on the matter, Members voiced their disappointment that the Town Centre Manager's contract had not been

renewed by the BID Board as they felt that his contribution to the regeneration of Bognor Regis had been invaluable. He had succeeded in making the town vibrant and welcoming with the many events that attracted visitors, and his encouragement in the improvement of shop fronts had greatly enhanced the appearance of the town. They felt he would be sorely missed and the Chairman expressed the thanks of the Subcommittee for his hard work and commitment to Bognor Regis, which had been of huge benefit to the regeneration of the town.

The Regeneration Team, namely the Group Head of Economy and the Senior Regeneration Officer, were also commended for their input and expertise with regard to all the improvements that had been achieved to date.

Members participated in further discussion in respect of the following:-

- Whether people were still being encouraged to live in the town centre above the shops – the Group Head of Economy stated that this was certainly the case due to the proven benefits of increasing the viability of the town centre and the natural surveillance “policing” of anti social behaviour through having more people around during the day and night.
- The Group Head of Economy was attending meetings of the BID Board as the Council was an invited member of the Board – it was felt that the BID had a good future and everything would be done to make it successful.
- Members were extremely pleased that the vacancy rate for the town centre was 6.7% and that for the wider BID area it was 9.3%. When compared to the average national rate of 12% these were extremely satisfying figures and illustrated that Bognor Regis was an attractive prospect for businesses and particularly for independent traders.
- Concerns were raised with regard to the level of anti social behaviour in the town. Although a Community Warden scheme had been introduced by BID, it was felt that that was no substitute for a police presence.
- It was emphasised that all parties involved in the regeneration of the town must work together now and in the future.

The Subcommittee noted the report.

11. BOGNOR REGIS REGENERATION POSITION STATEMENT

(During the course of discussion on this matter, Councillor Bower, as Chairman of the Development Control Committee, made a statement for clarification pertaining to proposed planning applications.)

In receiving and noting the Position Statement, particular comment was made with regard to the following:-

Enterprise Bognor Regis – The Group Head of Economy was pleased to advise that Rolls Royce had submitted a new planning

application for a temporary logistics area which illustrated their commitment to their business in Bognor Regis.

Gardens by the Sea – Landscape Designers had been appointed to prepare detailed designs for the new Linear Park in preparation for the planning application to be submitted. There would be further consultation with focus groups regarding the design detail of the park as part of the planning application preparation process. With respect to the Regis site, discussions were ongoing with Whitbread's, the Town Council and Arun Arts.

Seafront Regeneration – the new toilets would be installed on the Seafront w/c 1 October 2018, with more details and dates as to when they would be available for public use to follow in a press release.

Old Town and Pier – a planning application had come in for the ex-amusement arcade in Waterloo Square for bar/restaurant/shops.

Placebranding and Promotion – Feedback on the survey had now been received and the findings would be shared with relevant parties. Some discussion took place on the placebranding initiative and the Group Head of Economy provided clarification on the direction that had been taken and why. The new investment website was also commended at www.bognorregisregeneration.com

(The meeting concluded at 7.30 p.m.)

COMMUNITY INFRASTRUCTURE LEVY (CIL) SUBCOMMITTEE

27 September 2018 at 6.00 p.m.

Present : Councillors Bower (Chairman), Mrs Hall (Vice-Chairman), Bicknell, Mrs Bower, Charles, Cooper, Elkins and Purchase.

1. Declarations of Interest

There were no declarations of interest made.

2. Minutes

The Minutes of the meeting held on 18 June 2015 were approved by the Subcommittee as a correct record and signed by the Chairman.

3. CIL Evidence Base Update

In order to recommence work on the preparation of the Arun CIL (Community Infrastructure Levy) Charging Schedule, the Principal Planner advised that the Local Plan Viability Report (January 2017) had been revisited and updated and the latest infrastructure evidence reviewed. The report on the table therefore set out the key findings from that evidence, including the identification of an infrastructure funding gap and that a CIL charge would remain viable on certain types of development within the district.

HDH Planning had prepared the CIL Viability Update Report 2018, which had been uploaded to the website, and section 7 of that report was provided as an appendix to the report for Members as a useful summary of its findings.

In presenting the update, the Principal Planner highlighted the following points:-

- The study had been prepared based on the methodology used for the Local Plan Viability Report. This evidence had been examined during the Local Plan Hearings and the Inspector had made reference to it. On that basis the Local Plan viability evidence could be considered to be sound.

- The viability evidence provided an updated framework for assessment, including ensuring that residential values, land values, development costs and profit assumptions were up to date.
- The outcomes of the viability tests illustrated that there continued to be a variation in viability across the district. This was represented in the charging zones table provided in Table 1 of the report (para 7.52).
- The level of CIL charge was detailed between paragraphs 7.34 and 7.50 and the final recommended rates were presented under paragraph 7.52.
- The zero rate was particularly highlighted for the strategic sites and it was explained that this was due to a number of factors set out in the CIL Viability Update Report and within the Arun Local Plan Viability Report, 2017. It was emphasised that all infrastructure requirements, including 30% affordable housing on the strategic sites would be delivered through high S106 costs, which would result in CIL being unviable on these sites. A CIL rate would therefore put delivery of affordable housing on strategic sites at risk.
- The final suggested rates were set within a level of viability which ensured that the level of CIL would be less than 5% of the Gross Development Value on all sites (this was a useful benchmark to use to show that out of all development costs, CIL was a relatively small element). The report therefore indicated that the Council could support the preparation of a CIL charging schedule.

The Subcommittee participated in some discussion on a number of points raised in the report, in particular relating to Strategic Sites and Older Peoples' housing.

Members expressed reservations that they were being asked to note a report that covered extremely complex issues and which they felt they had not had enough information on. Particular concern was raised with regard to the zero rating being proposed for certain development and the question was asked if there was information relating to the experience of other charging authorities in this respect. Further information was also requested pertaining to CIL and the viability evidence. It was felt that not enough detail had been put forward to enable Members to make an informed decision at this time.

Having been formally proposed and duly seconded, the Subcommittee

RESOLVED

That the matter be deferred to enable a Members' seminar to be arranged prior to it being considered at a future meeting.

4. Proposed preliminary Draft Charging Schedule

As a result of the deferral of the previous item, this matter was not considered and the Subcommittee

RESOLVED

That the matter be deferred to a future meeting.

(The meeting concluded at 7.15 pm)

LICENSING COMMITTEE

28 September 2018 at 9.30 a.m.

Present : Councillors Cooper (Chairman), Wheal (Vice-Chairman), Mrs Bower, Cates, Clayden, Mrs Daniells, Dillon, Hitchins, Mrs Oakley, Purchase and Warren.

191. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors Buckland, Edwards and Oliver-Redgate.

192. DECLARATIONS OF INTEREST

There were no declarations of interest made.

193. MINUTES

The Minutes of the meetings held on 29 September 2017 and 23 March 2018 were approved as a correct record and signed by the Chairman.

194. NEW ANIMAL LICENSING REGIME FEES

The Chairman agreed that this item could be considered as a matter of urgency as the Council had only received the published guidance from the Department for the Environment, Food and Rural Affairs (DEFRA) on the new regulations in August 2018, which had left very limited time for officers to prepare a fee structure to present to Members for approval.

The Licensing Manager presented this report which summarised the requirements of the new Animal Welfare (Licensing of Activities Involving Animals)(England) Regulations 2018 which would come into effect on 1 October 2018. Members were advised that the scope of work to be undertaken by the authority in connection with the new regulations would increase significantly. Any fees set must be on a cost recovery basis and officers had calculated the application processing and inspection costs as set out in the fee schedule included in the report.

Members participated in some discussion on the matter and questions put were answered at the meeting.

Following consideration, the Committee

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RESOLVED

That the fees calculated on a cost recovery basis as set out in the report, be approved.

195. GAMBLING ACT 2005 STATEMENT OF LICENSING PRINCIPLES – POLICY REVIEW

The Licensing Officer presented this report and advised the Committee that the Statement of Gambling Licensing Principles 2017 was required to be amended due to the recent introduction of the General Data Protection Regulations (GDPR), together with minor changes to the Local Risk Assessments in Part B of the document. A consultation exercise had been undertaken and there had been no representations received. As the Statement of Licensing Principles was required to be reviewed every three years and the last review had been done only 18 months ago, it was proposed that the new Statement would run from January 2019 for three years.

Following a brief discussion, the Committee

RECOMMEND TO FULL COUNCIL

That the Gambling Act 2005 Statement of Licensing Principles 2019-2022 be adopted.

(The meeting concluded at 10.06 a.m.)

DEVELOPMENT CONTROL COMMITTEE

3 October 2018 at 2.30 p.m.

Present: Councillors Bower (Chairman), Mrs Bence (Vice-Chairman), Mrs Bower, Cates, Dillon, Mrs Hall, Haymes, Northeast, Mrs Oakley, Oliver-Redgate, Miss Rhodes and Mrs Stainton.

Councillors Ambler was also in attendance at the meeting.

196. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors Brooks and Mrs Pendleton.

197. DECLARATIONS OF INTEREST

Declarations of interest were made as follows:-

Planning Application LU/131/18/PL – Councillor Mrs Bower declared a personal interest as she knew the neighbour.

Planning Applications LU/182/15/PL, LU/278/17/RES and LU/284/17/DOC – Councillor Northeast declared a personal interest as a member of the North Littlehampton Steering Group where the matters had been discussed. He stated that he would reserve his position and would not vote on the applications.

198. MINUTES

The Minutes of the meeting held on 5 September 2018 were approved by the Committee and signed by the Chairman as a correct record.

199. REPORT OF THE MEETING OF THE POST COMMITTEE SITE INSPECTION PANEL HELD ON 11 SEPTEMBER 2018

AL/136/17/PL – Erection of pair of semi detached houses & new access onto A29 – This is a Departure from the Development Plan, Land west of Fontwell Avenue, 1 Fontwell Avenue, Eastergate This application had been deferred from the meeting held on 5 September to enable the Site Inspection Panel to visit the site and assess the views of the Parish Council. The Committee was advised that those members present at the site visit had voted to accept the officer recommendation to approve.

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An officer report update was circulated at the meeting which detailed representations put forward at the meeting on 5 September 2018 and, in addition, a further representation for consideration at this meeting, together with the officer's response.

Following consideration, the Committee

RESOLVED

That the application be approved as detailed in the report.

200. PLANNING APPLICATIONS

AL/92/18/PL – Studio apartment with roof extensions & bin store & cycle store, Flat 1, 126 Arundel Road, Littlehampton Having received a report on the matter, the Committee

RESOLVED

That the application be approved as detailed in the report.

(Prior to consideration of the following item, Councillor Mrs Bower had declared a personal interest and remained in the meeting for the debate and vote.)

LU/131/18/PL – Erection of 2 No. new buildings for caravan/motorhome storage & self-storage in place of existing glasshouse & building approved under application LU/47/16/PL. This application is a Departure from the Development Plan – Castleview Nursery, Old Mead Road, Littlehampton Having received a report on the matter, together with the officer's written report update detailing a condition relating to possible contamination of the site, and following brief consideration, the Committee

RESOLVED

That the application be approved as detailed in the report and the officer report update.

(Prior to consideration of the following application, Councillor Northeast had declared a personal interest and remained in the meeting but took no part in the vote.)

LU/182/15/PL – Variation of conditions 4,6, 7, 8, 39 & 42 imposed under planning reference LU/47/11 relating to list of plans, illustrative masterplan, CHP plant building, Design Statement, bus stops & traffic improvements, Land North of Toddington Lane, Littlehampton Having received the original report on the matter,

together with an update at the front of that report which also detailed additional information to be taken account of and changes to the relevant conditions as a consequence of the recently adopted Arun Local Plan and the revision of the National Planning Policy Framework, the Committee

RESOLVED

That the application be approved as detailed in the report and the report update.

(Prior to consideration of the following application, Councillor Northeast had declared a personal interest and remained in the meeting but took no part in the vote.)

LU/278/17/RES – Approval of Reserved Matters following Outline Permission LU/47/11 for construction of the southern section of the Lyminster Bypass, including northern and southern roundabouts, surface water drainage and landscaping. Departure from the Development Plan & affects a Public Right of Way, North Littlehampton Strategic Development Site, Land West of Toddington Park, Toddington Lane, Littlehampton Having received the original report on the matter, together with an update at the front of that report which also detailed additional information to be taken account of and changes to the relevant conditions as a consequence of the recently adopted Arun Local Plan and the revision of the National Planning Policy Framework, the Committee

RESOLVED

That the application be approved as detailed in the report and the officer report update.

(Prior to consideration of the following application, Councillor Northeast had declared a personal interest and remained in the meeting but took no part in the vote.)

LU/284/17/DOC – Application for approval of details reserved by conditions imposed under LU/47/11 relating to conditions: 10 - Surface Water Drainage Strategy, 15 - Trees, 19 & 20 - Ecology, 21 - Ecological Management, 36 - Noise Assessment and 37 - Noise Mitigation, North Littlehampton Strategic Site West of Toddington Park, Toddington Lane, Littlehampton Having received the original report on the matter, together with an update at the front of that report which also detailed additional information to be taken account of and changes to the relevant conditions as a consequence of the recently adopted Arun Local Plan and the revision of the National Planning Policy Framework, the Committee

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RESOLVED

That the application be approved as detailed in the report and the officer report update.

FG/33/18/PL – Demolition of polytunnels, use of land for Class B8 container self-storage & the siting of 42 No. single-stacked storage containers, an office/toilet portable building, new fencing, gates, CCTV, lighting & alterations to the entrance. This application is a Departure from the Development Plan, Land at former McIntyre Nursery, Littlehampton Road, Ferring Having received a report on the matter, Members expressed concerns that the screen of trees to the north of the site must be protected to ensure it could not be cut down and not replaced. However, officer advice was given that the trees were outside of the red line of the application site and so could not be conditioned. In addition, given the history of the site and that the proposed containers were lower in height than existing and that the intensification of use was not so severe as to cause harm, it was the officer view that the application should be approved. The Group Head of Planning advised that an investigation could be undertaken as to whether a Tree Preservation Order (TPO) could be placed on the trees but that could not be a prerequisite to the granting of planning permission.

The Committee

RESOLVED

That the application be approved as detailed in the report.

AB/39/18/PL – Erection of 3 No. 2 bedroom dwellings with associated parking & landscape, Land adjacent to 30 Ellis Close, Arundel The Committee received a report on the matter, together with the officer's verbal update that this was a Council application and that it had been incorrectly detailed that the Parking Demand and Capacity Report submitted by the applicant had stated that a maximum of 19 cars had been recorded as being parked on the site during the survey period – the number should read as 7.

Following consideration, the Committee

RESOLVED

That the application be approved as detailed in the report.

A/23/15/OUT – Hybrid application – Full Planning Permission for a retail unit (Class A1) comprising 1,487sqm (1022sqm ground floor and 465sqm mezzanine) with associated access, car parking, servicing, landscaping & associated works. Outline Planning Permission for a public house (Class A4) comprising 581sqm at ground floor level – This is a Departure from the Development Plan, Land south of New Road, (A259) & East of Brook Lane, Angmering This application had been approved at the meeting held on 11 April 2018, with the decision delegated to the Group Head of Planning, in consultation with the Chairman and the Cabinet Member for Planning, to attach appropriate conditions to the permission, to include a S106 Agreement for contributions towards safety measures for the railway crossing and for Rustington and Littlehampton Town Centres.

The Strategic Development Team Leader presented the original report with an attached update which set out amendments to the access and to consider the new planning policy context following the adoption of the Local Plan and the revision of the National Planning Policy Framework. A further report update was circulated at the meeting which detailed additional representations received; consultation responses; that the Unilateral Undertaking had been completed on the basis set out in the report; and comment that revised plan REDW-3167-138 had been confirmed as acceptable.

The Committee was advised that any decision would be required to be delegated to the Group Head of Planning, in consultation with the Chairman and the Vice-Chairman, as the expiry of the notification period for the Parish Council to respond on the amended plan was 14 October 2018.

In commencing the debate, comments were made in support of approving the application. It was felt that the access issues had now been resolved to the satisfaction of County Highways and, owing to approval of the planning application to the west of the site, that negated the countryside issues. The economic benefits were still pertinent and so the previous decision to approve could be supported.

In support of the officer recommendation to refuse the application, Member comment was made that the sequential test was flawed as there would be a detrimental effect on Littlehampton Town Centre. There was a retail store that had been vacated by Waitrose that was suitable and it was felt that another outlet on this stretch of the A259 was unsustainable

The Group Head of Planning reminded Members that, in discussing the matter, it had to be determined based on the use for A1 retail floor space as required under the Council's Retail Policy and not based on who would be using that space.

The Locum Barrister for the Council who was in attendance for this item, also advised that this application was for land usage and not for Marks & Spencer - the

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end user was not a material planning consideration. Furthermore, the Council had now adopted its Local Plan and therefore the countryside and built up area boundary policies were required to be taken account of. Members had to decide whether to follow the adopted Local Plan or whether they considered there were other material considerations to which they gave sufficient weight to allow a departure from the Local Plan. The economic benefit of the development and the character of the area were material considerations and it was for Members to determine how much weight should be attached to those.

In being put to the vote, the officer recommendation to refuse was not accepted. Members confirmed that the reason to approve the application was that, although it was a departure from the Local Plan, they gave greater weight to

- The socio-economic benefits of the proposals relative to the scheme's conflict with the sequential test; and
- The impact on the character of the area which, although outside the built up area boundary, would have a more limited impact on the character of the countryside due to the commitments on adjoining sites and the character of the area surrounding the site.

The Strategic Development Team Leader outlined the raft of conditions that would be required to be attached to the full element of the approval, e.g. time limit; approved plans; archaeological surveys; surface water drainage; discharge to and access to watercourse; foul drainage scheme; contamination; flood risk assessment; construction management plan; access; Travel Plan; tree protection; hard and soft landscaping; lighting scheme; materials to be approved; limit of construction hours; renewable energy; ecology, etc. There would be similar conditions on the outline element of the scheme, including the requirement for submission of reserved matters. A S106 Unilateral Undertaking had been completed.

The Committee was reminded that the permission could not be issued immediately as the notification period with the Parish Council due to amended plans did not expire until 14 October 2018. There was also a requirement to seek agreement with the applicant for pre-commencement conditions so the decision would therefore need to be delegated to the Group Head of Planning, in consultation with the Chairman and Vice-Chairman, following a period of time when pre-commencement could take place.

The Committee then

RESOLVED

That the application be approved subject to conditions, a S106 Unilateral Undertaking and pre-commencement conditions and that authority be delegated to the Group Head of Planning, in consultation with the Chairman and Vice-Chairman, to action the decision.

A/31/18/OUT – Outline application with all matters reserved for the erection of 2 No. 3 bedroom semi-detached properties & associated landscaping works. This application is a Departure from the Development Plan – Land to the north of 68 Arundel Road, Angmering Having received a report on the matter, the Committee

RESOLVED

That the application be approved as detailed in the report.

A/83/18/RES – Approval of reserved matters following outline approval A/44/17/OUT for access only for the demolition of existing buildings on site & the erection of a mixed use development comprising up to 90 residential units & care home (Use Class C2 & C3) & ancillary facilities, including railway crossing, together with associated access, car parking & landscaping. This application also lies within the parishes of Littlehampton & Rustington, Land west of Brook Lane and south of A259, Rustington Having received a report on the matter, together with the officer's written report update including proposed conditions which had been omitted from the report in error and a verbal update that the applicant had agreed to the imposition of a pre-commencement condition, the Committee

RESOLVED

That the application be approved as detailed in the report and the report update.

AW/90/18/HH – Two storey rear extension & first floor extensions to front & side, 8 Merton Close, Aldwick Having received a report on the matter, the Committee

RESOLVED

That the application be approved as detailed in the report.

201. PLANNING APPEALS

The Committee noted the planning appeals that had been received.

(The meeting concluded at 4.13 p.m.)

ENVIRONMENT & LEISURE WORKING GROUP

9 October 2018 at 6.00 p.m.

Present: - Councillors Hitchins (Chairman), Warren (Vice-Chairman), Ambler, Brooks, Dingemans, Mrs Neno, Oliver-Redgate and Reynolds.

Councillor Clayden, as Cabinet Member for Community Wellbeing, was also in attendance at the meeting.

16. APOLOGIES

Apologies for absence had been received from Councillors Mrs Bence, Brooks, Bicknell, Buckland, Cates and Dr Walsh.

17. DECLARATIONS OF INTEREST

There were no declarations of interest made.

18. MINUTES

The Minutes of the meeting held on 31 July 2018 were approved and signed by the Chairman as a correct record, subject to inclusion of Councillor Mrs Neno in the apologies received.

19. LITTLEHAMPTON LEISURE CENTRE

The Working Group received a written report and slide presentation from the Principal Landscape Officer which provided a visual update showing the progress of the works to the Littlehampton Leisure Centre.

The following comments were made:-

- Freedom Leisure was holding a recruitment open day on 25 October 2018 from 10.30 am to 5.30 pm which was an opportunity to promote new jobs.
- There was some discussion in respect of energy options at the Leisure Centre, namely wind catchers on the roof and solar panels. The wind catchers had been installed to provide an opportunity for natural air to be circulated rather than relying solely on air conditioning. Solar panels had been considered as part of the energy strategy but had not been progressed at this stage as a combined heating and power system would provide a better solution and would be more cost effective. Solar panels might be considered in the future.

- With regard to the Sports Hall, the Group Head of Community Wellbeing confirmed that there were no acoustic panels, however, he was sure Freedom Leisure would be amenable to receiving event applications of a suitable nature.

The Chairman thanked the Principal Landscape Officer for her update and the Working Group then noted the report.

20. SAFER ARUN PARTNERSHIP ANNUAL REVIEW 2017-2018

The Chairman welcomed Inspector Steve Turner, Arun Prevention Policing Team, to the meeting, who was in attendance to provide additional input on the work of the Safer Arun Partnership (SAP).

The Working Group received a comprehensive presentation from the Community Manager which provided an annual update with regard to the progress of SAP during 2017/18 in delivering the strategic priorities contained in its Partnership Plan for 2017/22. The report on the table provided information to enable Members to understand performance to date and also provided a summary assessment of the future challenges and opportunities for SAP.

The Community Manager was pleased to advise that the multi-agency partners were working well together and the positive outcomes that were being achieved was a testament to the commitment of all parties in tackling the issues detailed in the report.

The Working Group then participated in a question and answer session with the Community Manager and Inspector Turner which covered a variety of issues, including :-

- the increase in the crime figures – Inspector Turner advised that this was due to a number of factors but was mainly as a result of a new national process that had been introduced in the way crime was now reported.
- Members expressed concern with regard to the increase in anti-social behaviour in the Town Centres of Littlehampton and Bognor Regis and Inspector Turner explained the complexities of what they were dealing with. The Partnership had an important role to play and all agencies were working to address the issues.
- Rough Sleeping was raised and the Community Manager advised that the public could report on this by using Streetlink at www.streetlink.org.uk or by calling 0300 500 0914. These streetlink notifications would then be sent to the Council's Homeless Outreach Keyworkers who would then undertake outreach to locate individuals to offer support and guidance on how to access accommodation. The Keyworkers were supported by a multi-agency group of local organisations and charities who worked together to provide the services needed to tackle rough sleeping in Arun

- County drug lines was discussed and the Community Manager advised on the actions being taken to deal with the matter. There was a need to pro-actively engage with the London Boroughs and to keep the District's young people safe from the drugs gangs. She had personally raised the matter with the LGA (Local Government Association) as it was a particular issue across the south coast.
- The positive points in the report needed to be publicised as it was important for the general public to understand that action was being taken and good outcomes were being achieved.
- On the question being put, information was given about closure orders and how they were dealt with

The Chairman stated that the report illustrated that there was a lot of good work being undertaken within the District and he commended the work of the Partnership. On behalf of the Working Group he thanked the Community Manager for her informative and interesting report and Inspector Turner for his input to the debate.

The Working Group then

RECOMMEND TO CABINET – That

(1) the work of the Safer Arun Partnership be endorsed and the importance of partnership working in contributing to reducing anti-social behaviour and addressing Street Community issues is recognised; and

(2) recognition be given to the work of the Safer Arun Partnership in contributing to the delivery of the Council's strategic priority "supporting you if you need help".

(The meeting concluded at 7.00 pm)

LITTLEHAMPTON REGENERATION SUBCOMMITTEE

10 October 2018 at 6.00 pm

Present: - Councillors Bicknell (Chairman), Mrs Ayres, Cates, Mrs Neno, Dr Walsh and Warren.

7. APOLOGIES FOR ABSENCE

Apologies had been received from Councillors Dingemans and Buckland.

8. DECLARATIONS OF INTEREST

The following declarations of interest were made:-

- Councillor Dr Walsh declared his standing personal interest as a member of Littlehampton Town Council and West Sussex County Council.
- Councillors Warren and Mrs Ayres declared a personal interest as a member of Littlehampton Town Council.

9. MINUTES

The Minutes of the meeting held on 7 February 2018 were approved as a correct record by the Subcommittee and signed by the Chairman.

10. LITTLEHAMPTON REGENERATION POSITION STATEMENT

(During consideration of the following item, Councillors Mrs Ayres, Dr Walsh and Warren redeclared their personal interest and remained in the meeting)

In receiving and noting the Position Statement, particular discussion took place on the following:-

- **Littlehampton Town Centre Public Realm Scheme** – The Littlehampton Town Centre Regeneration Officer advised that no announcement had yet been made with regard to the Council's bid for Coastal Communities funding. £2.3m had been applied for to cover both phases.
- **Town Centre Safety** – Detailed discussion took place on a number of issues:-

- Following a lapse in the running of the warden service, Members were advised that from 15 October 2018 the service would be resumed.
- Concerns were raised that actions to deal with anti-social behaviour were having little effect as the problem would appear to be getting worse – incidents were cited. Officer advice was given that regular meetings were being held with the police to try to address the issues.
- CCTV and monitoring of that was discussed.
- Town Centre Chaplaincy would be providing a patrolling service during the day, initially on Fridays and then may be Saturdays. The purpose would be to engage with individuals and commence communication with them to try to alleviate the problems being experienced.
- The positive outcomes needed to be publicised, rather than just focussing on the negative impacts all the time.
- Discussion was had around county drug lines and the need to safeguard young people from being drawn into drug dealing and whether the youth using the Flintstone Centre were vulnerable to that.
- **Town Traders Partnership** - Members were advised that the General meeting of the Traders Partnership had been changed to 30 October 2018. A new communications app was being demonstrated on Friday 12 October which would assist with communication gathering in the town.
- **Markets & Events** – Members were extremely concerned to learn that the cost of the street trading consent held by the Town Centre Manager had risen from under £300 to £1,850, which could seriously impact on the viability of holding the monthly Artisan Market, subject to the Town Centre Management post being renewed. It was questioned why a community event to increase footfall and help the vitality of the town centre should be subject to the same charge as the commercial weekly market. It was agreed that the Licensing Committee be asked to look into the matter at its next meeting.
- **Tour of Littlehampton Enterprise Hub** – Members were reminded of the tour taking place on Tuesday 23 October 2018 and were encouraged to attend.
- **Littlehampton Town Centre Management** – the Subcommittee was advised that the Town Centre Manager was attending a meeting with the Littlehampton Station Manager on Monday 15 October to discuss a number of issues.
- **Statement on the Look & Sea Centre** – serious concerns were expressed by Members that no consultation or scrutiny had been undertaken prior to the matter being considered by Cabinet at its meeting on 15 October 2018, where a decision was to be taken on the future of the building. The Centre had been the “jewel in the crown” for Littlehampton and linked the station, centre and seafront for visitors and residents alike. It was felt that a visitor information facility should be maintained and that any new business there should not just be a restaurant/bar. Following discussion it was

agreed that the Chairman would present the views of the Subcommittee to Cabinet at its meeting on 15 October 2018.

11. LITTLEHAMPTON TOWN CENTRE MANAGEMENT [Exempt – Paragraphs 1& 3 – Information Relating to Individuals & Business Affairs]

(During consideration of the following item, Councillors Mrs Ayres, Dr Walsh and Warren redeclared their personal interest and remained in the meeting)

The Group Head of Economy presented this report which informed on the options to be considered due to the ending of contract arrangements for the post of Littlehampton Town Centre Regeneration Officer. She also asked Members to consider amended wording to the recommendations, which had been refined following input from the finance team.

Members were unanimous in their support for continuation of the post and, following consideration

RECOMMEND TO FULL COUNCIL – That

(1) the post of Littlehampton Town Centre Regeneration Officer be approved and funded for a period of two years from April 2019 from contributions from Section 106 [Town & Country Planning Act 1990 (as amended)] financial obligations, underwritten by financial support from the Council and Littlehampton Town Council, subject to a supplementary estimate of up to £90,000 to be approved by Full Council to fund the post if the funding is not secured;

(2) a supplementary estimate of up to £90,000 be approved (which equates to a Band D equivalent Council Tax of £1.49) to underwrite the Council's share of the Littlehampton Town Centre Regeneration Officer post to 31 March 2021 if funding is not secured;

(3) if funding for continuity of the post is not achieved, then Members accept a critical scaling back of activities and support for this initiative.

(The meeting concluded at 7.30 pm)

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CABINET

15 October 2018 at 5.00 pm

Present : Councillors Mrs Brown (Chairman), Wensley (Vice-Chairman), Bence, Charles, Clayden, Haymes and Wotherspoon.

Councillors Ambler, Bicknell, Buckland, Cates, Cooper, Edwards, Mrs Madeley, Northeast, Mrs Oakley, Mrs Porter and Mrs Stainton were also in attendance at the meeting.

202. WELCOME

The Chairman welcomed Councillors, representatives of the public, press and Officers to the meeting.

203. DECLARATIONS OF INTEREST

There were no Declarations of Interest made.

204. PUBLIC QUESTION TIME

(Please note that the questions and answers in these minutes are a summarised version, with the full version published on the Council's website).

(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 Council's Constitution.

The Chairman confirmed that as eighteen questions had been submitted, all in relation to the Look & Sea Centre, Littlehampton, and in view of the public interest in this matter, she would extend public question time to allow all of the questions submitted to be asked and responded to.

The Chairman confirmed that as one of the questioners was not present at the meeting, that questions 2, 4, 6, 8, 10, 12 and 14 would be responded to in writing, but that the questions asked and the responses provided would be available on the Council's web site at: [Public Question Time](#)

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The first questioner was therefore invited to ask questions 1, 3, 5, 7, 9, 11, 13 and 15 – these are as set out below, in summary:

Question One - What regular financial contribution did ADC make to the visitor experience as we believe that £20,000 of ADC funding was recently given to the Look & Sea before its collapse?

Response – Arun was responsible for the establishment and original funding of the Look & Sea facility. With the exception of an annual grant for the Visitor Information Centre (VIC) the expectation at the outset was that the Trustees would operate a financial viable business which included the provision of the VIC. Given that the Look & Sea Centre has existed for over 15 years without a subsidy, it was assumed that until recently the business was viable. The Council did provide £20,000 after a request from the Trustees and was clearly disappointed that despite this support, the Trustees were unable to operate a viable business.

Question Three – What consideration has been made on keeping the tower and VIC open?

Response – This has been discussed and will be debated here tonight. Ultimately, Cabinet will need to take a decision which it considers to be best for the residents of Arun as a whole.

Question Five - What does the cost/benefit analysis of the visiting school's spend in the Town show?

Response – This question presupposes that visiting schools will no longer visit the Town. There is no evidence to suggest that the number of school visits will decline. What the recommendations in the report suggest is that material is created that can be used as an education resource which is not a fixed point. There is already an excellent museum in the Town and I am sure that they would welcome the extra footfall.

Question Seven - What is the expected revenue loss to the Pier Road and other business (eg 3,000 odd cod and chips and ice creams per annum)?

Response – I am not sure as to the purpose of this question. For example, some might argue that the closure of the Look & Sea would mean that visitors might seek out alternative establishments to buy food which would benefit those establishments along Pier Road.

Question Nine - Will the Council explain the latest auditor's reports on the two businesses?

Response – As far as I am aware the Council has not seen such reports. Even if we had, I believe that is more appropriate for those in control of the businesses to make comment.

Question Eleven - Has the option of leasing Harbour Lights and retaining the visitor experience by selecting a caterer who would embrace the visitor experience as a separate entity been considered?

Response – It has but it is considered that requiring a lease to provide the visitor experience would significantly reduce the number of potential operators who would turn their current interest into a firm bid to operate the facility.

Question Thirteen - Who is to fund the authorship and production of the Littlehampton Education material?

Response – Details of how the education material will be created and delivered will be determined once a decision has been made tonight. In terms of funding, it is proposed to use some of the £16k the Council set aside previously to subsidise the VIC.

Question Fifteen - Who will pay to devise, design, and launch and maintain the Littlehampton e-visitor information application?

Response – There are already several different platforms available such as Sussex by the Sea and Visit Littlehampton. Depending upon the decision made tonight, discussions will take place to determine how these might be enhanced.

205. MINUTES

The Minutes of the meeting held on 17 September 2018 were approved by the Cabinet as a correct record and signed by the Chairman.

206. BUDGET VARIATION REPORT

There was no item for this meeting.

Cabinet – 15.10.18

207. JOINT WORKING – BUSINESS CONTINUITY (TELEPHONY) BETWEEN ARUN DISTRICT COUNCIL AND CHICHESTER DISTRICT COUNCIL

The Chairman had requested that an urgent item be considered at this meeting in accordance with Rule 2.3, Part 3 – Responsibility for Functions of the Cabinet relating to the assistance that the Council had provided to Chichester District Council in response to a failure of their telephony system. The reason for this urgency was to make Members aware of the intervention, the positive feedback and the lessons learnt for future business continuity planning.

The Chief Executive presented this item and outlined that the Council had successfully worked in partnership with Chichester District Council (CDC) for some time on a number of initiatives and projects. This relationship worked particularly well across the IT services where both Councils regularly shared technical knowledge; skills and experience. Both Councils had undertaken a joint project in 2016 to replace their telephony solutions and a key part of this project was to ensure shared business continuity arrangements existed in the event of either Council losing access to their telephony systems. On 18 September 2018, CDC lost access to its telephony system completely due to a fault on the BT exchange. As a result, both Council's business continuity plans were invoked. Within a very short space of time, both ICT teams had set up a temporary Contract Centre at the Arun Civic Centre, with CDC's phones being diverted and Contract Centre staff being relocated to the Civic Centre for the next 48 hours. A review of this incident outlined that the technology had worked as it should and that staff from both Councils had acted with the highest level of professionalism to maintain the customer contact service.

In discussing the report, Cabinet stated that it wished to have recorded its thanks to Paul Symes and his team for the assistance that had been given to CDC. This had shown an excellent example of the continued partnership working between the two Councils and that it was reassuring to know that in the event of an emergency, the Council's business continuity plans worked and services to the public would be maintained.

The Cabinet then noted the report.

208. THE FUTURE OF THE LOOK & SEA CENTRE, LITTLEHAMPTON

The Chairman announced that she had received notification from two Councillors that they wished to speak on this item and so she would invite them to make their statements first before inviting the Cabinet Member for Technical Services and the Director of Place to present the report.

First to speak was Councillor Buckland who confirmed that he was speaking as a Member of Littlehampton Town Council (LTC); a Member of West Sussex County Council (WSSCC) and as a District Councillor representing the River Ward. Councillor Buckland stated that he wanted to know how the demise of the Look & Sea had been allowed to happen and who was being held accountable? He was aware that ADC had granted a large sum of money to the Trust and so who had been monitoring this? Councillor Buckland also wanted to know why the Council proposed to disband the Visitor Information Centre (VIC) and he wanted to see figures that would show footfall, expenditure and losses. His final concern was that ADC had not entered into any discussion with LTC about whether it would be supportive of taking on the VIC side of things. He also asked why Ward Members had not been consulted on the report and especially recommendations (3) and (4).

Councillor Bicknell was then invited to speak. He confirmed that he had a number of questions and observations that he wished to make as Chairman of the Littlehampton Regeneration Sub-Committee. He stated that he had read the report and so felt that some of his questions had been answered. The closure of the Look & Sea had been a complete surprise to ADC and he accepted that the Council could not have intervened earlier and that it could not interfere with the individual running of the business. He was satisfied that full consideration would be given by the Cabinet to answer what has been asked by members of the public and that he was confident that the Cabinet would arrive at a decision with the best interests of Arun's tax payers in mind.

The Cabinet Member for Technical Services, Councillor Haymes, then introduced the report and explained that this matter had arisen due to the unfortunate and unexpected closure of the Look & Sea Centre. It was important for the Council to act quickly to secure a new operator for the building. In doing this, he outlined that the world that existed today was very different to when the original concept for the Look & Sea had been agreed and the building erected. The Council now needed to move with the times and the recommendations in the report reflected this.

The Director of Place highlighted some key points. Everything that had happened to date had been an unexpected series of events leaving the Council with a limited amount of time to consider the information available. In moving forward, the Council, as the freehold owner of the site, needed to seek a new operator for the premises and needed to determine what uses the premises should be put to in the future to inform any tender. The report had set the scene in explaining how the building had been used previously. As trends were changing due to the availability of social media and smartphone functions, VICs were less well used than before and this was why it was being proposed that the opportunity be taken to use the whole of the premises as a café/ restaurant/bar. For this to happen, planning permission would need to

Cabinet – 15.10.18

be granted for the change of use in respect of the upper floors. Authority would need to be granted to the appropriate Officer to proceed in agreeing the parameters by which the Council could grant a lease to any new operator. The report proposed that the building would no longer be used to provide a Visitor Experience of VIC, however, to compensate for this loss, it was proposed to offer an alternative service by undertaking the commissioning of education material to support school field trips bespoke for Littlehampton and to utilise a range of electronic promotional tools to promote 'the offer' of Littlehampton. Reference had been made to the Littlehampton Museum and the need for the Council to liaise with LTC to assess if linkages to the museum could be used to provide ongoing support to education.

The Chairman stated that many questions had been asked and statements made and that these had been responded to. The Look & Sea Heritage Trust had been created in early 2000 and had been let on a fully repairing lease to the Littlehampton Experience a charitable trust that paid a peppercorn rent. That Trust had enjoyed 80% business rate relief and could have applied for a further 20% of relief. Councillor Mrs Brown stated that she wanted to make it clear that ADC had played no part in the direct management of the Centre, though it had provided a grant in respect of the VIC only. The café had been run by a business managed by Trustees who had retained all of the profits. ADC had been approached by the Trust last year asking for a grant in the sum of £20k to assist with a cash-flow problem. This grant had been agreed and the Council had been assured of the continuation of the Look & Sea service. This had clearly not been the case with the business being placed into administration in August 2018. The Lease, with the Look & Sea Limited's interest in the premises had since been surrendered. The Council was now, unexpectedly, in the position where it now had an empty building that would need money spent on it. It was outlined that the Council wished to make this a viable tourist attraction and hoped that viable business offers would be received to run the whole building. It was hoped that this could be achieved with the right operator. Councillor Mrs Brown stated that she was very aware of the concerns expressed that the Littlehampton Experience would be lost, however, she confirmed that the Council would work with LTC to progress offering this in a different way.

In discussing the item, mentioned was made of the amounts in business rate relief that the Trust had received over time. Cabinet Members were astonished that considering the excellent summer weather, the Harbour Lights Café decided to close early missing out on a lot of evening business. Cabinet Members very much regretted this unexpected series of events but wished to move forward swiftly in finding an operator that would provide an establishment that people would want to visit. It was agreed that there was a need to look at the educational aspects to ensure that the Visitor Experience could be reinstated somewhere.

The Cabinet

RESOLVED – That

(1) It supports the submission of a planning application to seek planning permission for the change of use of the upper floors into a café/restaurant/bar;

(2) Agrees that the Group Head of Technical Services be authorised to (a) seek conditional tenders/expressions of interest for an operator to run a café/restaurant/bar for the whole premises for a period of at least 25 years (unless a lesser period would represent best consideration) subject to planning permission any other legal issues; (b) negotiate suitable Heads of Terms for a new lease and (c) to enter into the agreed Lease with the selected operator following consultation with the Section 151 Officer and the Cabinet Portfolio Holder for Technical Services;

(3) Confirms that the building will no longer be used to provide a Visitor Experience or Visitor Information Centre; and

(4) Approves the commissioning of (a) educational material based on the current curriculum to support school field trips bespoke for Littlehampton and (b) utilise a range of electronic promotional tools such as web and “app” guides to promote ‘the offer’ of Littlehampton from a tourism and local interest point of view.

The Cabinet then confirmed its decision as per Decision Notice C/018/151018, a copy of which is attached to the signed copy of the Minutes.

209. ARUN WELLBEING HEALTH PARTNERSHIP – 5 SEPTEMBER 2018

The Cabinet received and noted the Minutes of the meeting of the Arun Wellbeing Health Partnership held on 5 September 2018.

210. OVERVIEW SELECT COMMITTEE – 18 SEPTEMBER – COUNCIL TAX REDUCTION SCHEME 2019

The Cabinet considered the Minutes of the meeting of the Overview Select Committee held on 18 September 2018 and the recommendations at Minute 188 [Local Council Tax Reduction Scheme 2019].

The Cabinet then confirmed its decision as per Decision Notice C/019/151018, a copy of which is attached to the signed copy of the Minutes.

(The meeting concluded at 5.35 pm)

ARUN DISTRICT COUNCIL

DECISION NOTICES FROM THE CABINET MEETING HELD ON
15 OCTOBER 2018

REF NO.	DECISION
C/018/151018	The Future Use of the Look & Sea Centre, Littlehampton
C/019/151018	Overview Select Committee – 18 September 2018 – Recommendations on the Council Tax Reduction Scheme 2019

PLEASE NOTE THAT THESE DECISIONS WILL COME INTO EFFECT FROM 10.00 A.M. ON WEDNESDAY 24 OCTOBER 2018 UNLESS THE CALL-IN PROCESS IS APPLIED

If a Councillor wishes to request a call-in of any of the decisions taken above, they will need to take the following steps in line with the Scrutiny Procedure Rules at Part 6 of the Constitution – Scrutiny Procedure Rules (Other)

They will need to:

- Submit their request in writing for a Call-In to the Group Head of Policy & Scrutiny and identify who will act as the lead Member of the Call-In
- Specify which decision is to be the subject of the Call-In
- Explain which of the criteria for the Call-In apply

REFERENCE NO: C/018/151018

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: The Future Use of the Look & Sea Centre, Littlehampton	
OFFICER CONTACT: Karl Roberts – Director of Place Extn: 01903 737760 e.mail: karl.roberts@arun.gov.uk	
EXECUTIVE SUMMARY: To determine the future use of the Littlehampton Look & Sea Centre following the current operators entering administration. The report proposes that the whole building be operated as a café/restaurant/bar and that planning permission be sought for such uses on the upper floors. It is also proposed to not re-provide a Visitor Experience or Visitor Information Centre but instead commission (a) educational material based on the current curriculum to support school field trips bespoke for Littlehampton and (b) utilise a range of electronic promotional tools to promote ‘the offer’ of Littlehampton from a tourism and local interest point of view.	
DECISION: As recommended in the report, the Cabinet RESOLVED – That (1) It supports the submission of a planning application seeking planning permission for the change of use of the upper floors into a café/restaurant/bar; (2) the Group Head of Technical Services be authorised to (a) seek conditional tenders/expressions of interest for an operator to run a café/restaurant/bar for the whole premises for a period of at least 25 years (unless a lesser period would represent best consideration) subject to planning permission any other legal issues; (b) negotiate suitable Heads of Terms for a new lease and (c) to enter into the agreed Lease with the selected operator following consultation with the Section 151 Officer and the Cabinet Portfolio Holder for Technical Services; (3) it be confirmed that the building will no longer be used to provide a Visitor Experience or Visitor Information Centre; and (4) Approval be given for the commissioning of (a) educational material based on the current curriculum to support school field trips bespoke for Littlehampton and (b) utilise a range of electronic promotional tools such as web and “app” guides to promote ‘the offer’ of Littlehampton from a tourism and local interest point of view.	

REASON FOR THE DECISION: The lease on the premises has been surrendered and it currently stands unoccupied. It is important that the Council secures a new operator as soon as possible and the changes set out in the body of the report reflect the current context as opposed to the original rationale for the building.

OPTIONS CONSIDERED BUT REJECTED: To seek an operator to provide a café together with Visitor Experience and Visitor Information Centre and to sell the premises on the open market

Note:

Any lease of less than 25 years and a rent of less than £100,000 exclusive of rates can be entered into by Officers under the terms of the Scheme of Delegation in the Constitution and therefore authority is only sought for any potential lease outside of these terms.

CABINET MEMBER(S):

DECLARATION OF INTEREST BY CABINET MEMBER(S) RESPONSIBLE FOR DECISION:	None
DISPENSATIONS GRANTED :	None

CONFLICT OF INTERESTS DECLARED BY A CABINET MEMBER CONSULTED IN RESPECT OF THIS DECISION: None

REFERENCE NO: C/020/151018

FULL CABINET DECISION	YES
URGENT DECISION IN ACCORDANCE WITH RULE 14.11 OF THE SCRUTINY PROCEDURE RULES	NO
SUBJECT: Overview Select Committee – 18 September 2018	
OFFICER CONTACT: Andrew Dale – Revenues & Benefits Manager Extn: 01903 737630 e.mail: Andrew.dale@arun.gov.uk	
EXECUTIVE SUMMARY: The Cabinet received the Minutes from the meeting of the Overview Select Committee held on 18 September 2018. The Minutes contained recommendations at Minute 188 [Local Council Tax Reduction Scheme 2019].	
DECISION: Following consideration of the Minutes, the Cabinet RESOLVED – That (1) Option 2 [to change the scheme to an income-based scheme] be the proposed Option to take forward for Year & (2019); and (2) Subject to a full public consultation exercise being undertaken with the results of this consultation being fed back to the Overview Select Committee; then Cabinet and then to Full Council on 9 January 2019 for final approval.	
REASON FOR THE DECISION: The change to an income-based scheme will be simpler to administer and easier for customers to understand. This scheme offers more support to lower-income families and gives more stability to people who wages fluctuate each month. Adoption of this scheme moves away from the complex means testing that currently exists in the Council's Council Tax Reduction Scheme.	
OPTIONS CONSIDERED BUT REJECTED: To not go ahead with the consultation exercise on the preferred option (Option 2). The consultation results will be reported back to the Committee and Cabinet for consideration.	
CABINET MEMBER(S):	
DECLARATION OF INTEREST BY CABINET MEMBER(S) RESPONSIBLE FOR DECISION:	None
DISPENSATIONS GRANTED :	None
CONFLICT OF INTERESTS DECLARED BY A CABINET MEMBER CONSULTED IN RESPECT OF THIS DECISION: None	

LOCAL PLAN SUBCOMMITTEE

16 October 2018 at 6.00 p.m.

Present : Councillors Bower (Chairman), Charles (Vice-Chairman), Ambler, Mrs Bence, Mrs Brown, Chapman, Cooper, Elkins, Haymes, Oppler and Stanley.

10. Apologies for Absence

Apologies for absence had been received from Councillors Cooper and Mrs Hall.

11. Declarations of Interest

There were no declarations of interest made.

12. Minutes

The Minutes of the meeting held on 11 June 2018 were approved by the Subcommittee and signed by the Chairman as a correct record.

13. Housing Distribution Methodology for Neighbourhood Plans and the Non-Strategic Sites Development Plan (NSS DPD)

(During the course of discussion on this item, Councillor Elkins declared a personal interest as a member of Ferring Parish Council and West Sussex County Council.)

The Planning Policy Team Leader presented this report which provided an update on the steps the Council was taking to address the requirement to provide an additional minimum of 1,250 dwellings now the Local Plan had been adopted. The delivery of that target would be via new or revised Neighbourhood Plans [NPs] together with a Non-Strategic Sites Development Plan Document [NSS DPD] where Neighbourhood Plans were not being prepared/reviewed.

The Subcommittee was advised that there had been ongoing dialogue with the Parish Councils and a workshop held on 3 October had been well attended. However, there was still a lot of uncertainty around the position of a number of the Parish Councils regarding whether they would be reviewing their Neighbourhood Plans. It would be of benefit to the Parish Councils if they prepared/reviewed their own Plans because they would then be in

control of shaping their housing policies and the distribution of those dwellings. If they did not engage with the process and become actively involved and there was a failure to meet the housing targets, the shortfall would be met through the NSS DPD.

It was anticipated that by January 2019 a final set of figures would be available which would provide the targets for housing to be met through the NP process and for the residual element to be met via the NSS DPD. A first round of consultation would then be undertaken on the initial figures in the spring 2019 and a second round on the actual plan in the summer 2019.

A number of questions were asked and responded to at the meeting by the Planning Policy Team Leader and the Group Head of Planning. These centred on the process of engagement with the Parishes, which Members were advised had been ongoing for 2½ years through letters, meetings, 1:1s; and a workshop. The Planning Policy Team Leader stated that he had received a number of positive comments from the Parishes regarding the process and that the significant resistance had come from those Parishes that had already had large allocations of housing as they felt that even more housing would result in the potential for substantial overdevelopment.

Further information was provided on windfall sites and how the housing targets would be monitored through adjustments to the monitoring framework to ensure that there was no double counting towards the housing supply sources set out in table 12.1 of the adopted Local Plan.

In turning to the recommendations and following some discussion, it was agreed for clarification that the words “for consultation” would be inserted immediately after “as the starting point” in recommendation (2). The Subcommittee then

RESOLVED - That

(1) the process of agreeing the housing distribution methodology and commitment to Neighbourhood Plan making with the Parish Councils and Neighbourhood Planning bodies, in order to achieve the 1,250 target, be supported; and

(2) the broad distribution targets as set out at Appendix1 be agreed as the starting point for consultation for plan making, subject to further adjustments from workshop engagement, and testing via the methodology and the sustainability appraisal process, with a view to finalising the distribution in January 2019 and undertaking a Regulation 18 Notification (Part 1) issues and options consultation..

14. Arun District Council Gypsy & Travelling Showpeople Site Allocations Development Plan Document (DPD)

The Subcommittee was reminded by the Planning Policy Team Leader that there was a commitment in the adopted Local Plan for a statutory Development Plan Document (DPD) relating to Gypsy and Traveller and Travelling Showpeople Site Allocations in the Arun District. A revised joint authority Gypsy and Traveller and Travelling Showpeople Accommodation Assessment (GTAA) had been commissioned and would form the evidence base to inform the allocation of such sites in Arun. The evidence work had been finalised and was due for publication by the end of October 2018.

It was proposed that, as there was a requirement for the provision of an element for non-travelling households, it made sense to twin track the work for this DPD and the Non-Strategic Sites DPD. Therefore, it was anticipated that the proposed Regulation 18 consultation would go ahead in the spring of 2019, with the draft plan being prepared for consultation in the summer of 2019.

In discussing the item, a request was made that comparable figures for Worthing and Adur and Chichester should be provided to enable Members to see what the distribution of pitches would be. It was confirmed that these would be brought back to the December meeting.

A question was asked with regard to non-travelling showpeople and the Planning Policy Team Leader advised that any allocation would be based on their cultural needs. Member comment was made that the identified target of 13 should not be allocated to one site but should be dispersed throughout the District.

The Subcommittee

RECOMMEND TO FULL COUNCIL

That the proposed approach and timetable for the preparation of the Arun District Council Gypsy and Traveller and Travelling Showpeople Site Allocation Development Plan Document covering the period 2018-2036, including the key outputs of the Gypsy and Traveller Accommodation Assessment Report 2018, be noted.

15. The Published Revised National Planning Policy Framework (NPPF) 2018

The Government published a revised National Planning Policy Framework (NPPF) on 24 July 2018 following an earlier consultation (including on accompanying documents) on 5 March 2018. A briefing note had been circulated in April to all Members on the key changes.

The Planning Policy Team Leader presented this report which provided an update on the key changes and any implications for plan making within the Arun District, including the maintenance of housing supply. He highlighted a number of points within the report and also advised that the second recommendation was not required as the Council already had the services of legal Counsel who provided advice on planning matters.

In considering the matter, the question was asked as to how monitoring would be carried out under the new NPPF tests to assess that the 5 year Housing Land Supply (HSL) would be on track by the end of 2019 to pre-empt the issues that had been experienced in the past. It was acknowledged that it would be extremely challenging as the housing requirement for the District was so high, however, that did not just apply to Arun as a number of local authorities in the South-East faced the same problem. The local authority had to demonstrate that it was doing everything possible to ensure housing would be delivered in order to contest that it should not be subject to sanctions if events occurred outside of its control, i.e. if developers were unable to deliver.

The Group Head of Planning advised that the change in the NPPF with regard to the Housing Delivery Test would have a significant impact. A report was going to Cabinet on 12 November 2018 to seek a decision as to how best to resource the increased workload that would be a result of that change, together with the fact that there would be ongoing work to review the Local Plan.

The Subcommittee then

RESOLVED

That the key policy provisions made by the revised NPPF 2018 and consequent implications for Arun District Council's Plan making, monitoring and housing supply and consequent need for increased resources and a resultant report to Cabinet, be noted.

16. Merger of Local Plan Subcommittee (LPSC) and Community Infrastructure Levy (CIL) Subcommittee

The Group Head of Planning advised by way of this report that, in the interests of efficiency, it was now considered appropriate to merge the Local Plan Subcommittee and the Community Infrastructure Levy Subcommittee. It was proposed to name the new body the Planning Policy Subcommittee.

Following a brief discussion, the Subcommittee

RECOMMEND TO FULL COUNCIL – That

(1) the transfer of the function of the Community Infrastructure Levy Subcommittee to the Local Plan Subcommittee be agreed;

(2) the Local Plan Subcommittee be renamed the Planning Policy Subcommittee to reflect its wider remit;

(3) the revised Terms of Reference for the Planning Policy Subcommittee, as set out at Appendix A to the report, be accepted; and

(4) the Group Head of Council Advice and Monitoring Officer be authorised to make any consequential amendments to the Constitution.

(The meeting concluded at 7.15 pm)

AGENDA ITEM NO. 24

ARUN DISTRICT COUNCIL

**REPORT TO AND DECISION OF FULL COUNCIL
ON 7 NOVEMBER 2018**

PART A : REPORT

SUBJECT: Calendar of Meetings for 2019/2020

REPORT AUTHOR: Liz Fitcher – Group Head of Council Advice & Monitoring Officer

DATE: 19 October 2018

EXTN: 37611

PORTFOLIO AREA: Council Advice & Monitoring

EXECUTIVE SUMMARY:

In accordance with Council Procedure Rule 3.0, the Council needs to agree a programme of dates for Council Meetings prior to the commencement of the new Municipal Year.

This report therefore proposes the arrangements for the Calendar of Meeting for 2019/202. This has been prepared in consultation with the three Group Leaders and relevant Lead Officers.

RECOMMENDATION:

It is recommended that:

- (1) The Calendar of Meetings for 2019/202 be approved.

1. BACKGROUND:

Each year a Calendar of Meetings for the new Municipal Year is prepared in advance for approval and so that meetings can be published well in advance of the commencement of that Municipal Year.

2. PROPOSAL(S):

1.1 The proposed Calendar of Meetings for 2019/2020 is attached at Appendix A and has been prepared on the following basis:

- Taking into consideration planning for Member Induction following the District Elections held on 2 May 2019.
- No changes to the current cycle of meetings or the composition of any Committees, Sub-Committees or Working Groups at this stage.
- At the request of Group Leaders, minimising meetings as much as possible in the Party Conference weeks of September and October 2018.
- At the request of the Leader of the Council, no Cabinet or Council Meeting in the week of the LGA Conference [2-4 July 2019].

<ul style="list-style-type: none"> • Avoiding Full Council meetings in <i>major</i> school holidays, apart from the Special Council Meeting in February 2020 to consider the Budget. This date may still be subject to change based on the yet to be agreed Budget meetings of the Sussex Police & Crime Commissioner [tbc] and West Sussex County Council. • The Chief Executive's desire to try to avoid holding meetings as much as possible in August. • As in previous years, the start times for meetings will be agreed at the first meeting in the new Council year. 		
<p>1.2 The Constitution only requires the Full Council to agree a programme of dates for Council Meetings. However, it is being recommended that a Calendar of all key Committees and Sub-Committees is approved so that these dates can be published and other arrangements put in hand.</p>		
<p>1.3 If the Calendar is agreed, the dates proposed can be subject to change by the Council or the relevant Committee Chairman, if the need arises. Special meetings can also be arranged where required.</p>		
<p>3. OPTIONS:</p> <p>To not approve the Calendar of Committee Meetings for 2019/2020.</p>		
<p>4. CONSULTATION:</p>		
Has consultation been undertaken with:	YES	NO
Relevant Town/Parish Council		X
Relevant District Ward Councillors		X
Other groups/persons (please specify) Group Leaders and relevant Lead Officers of the Council	X	
5. ARE THERE ANY IMPLICATIONS IN RELATION TO THE FOLLOWING COUNCIL POLICIES: (Explain in more detail at 6 below)	YES	NO
Financial		X
Legal		X
Human Rights/Equality Impact Assessment		X
Community Safety including Section 17 of Crime & Disorder Act		X
Sustainability		X
Asset Management/Property/Land		X
Technology		X
Other (please explain)		
<p>6. IMPLICATIONS:</p> <p>If this Calendar is not approved, the meetings will not be organised in advance of the new Municipal Year.</p>		

7. REASON FOR THE DECISION:

To put into place a programme of dates for Council Meetings and all key Committees and Sub-Committees so that these can be published well in advance of the new Council year.

8. BACKGROUND PAPERS:

None

Item No 24 – Appendix 1

	May 2019	June 2019	July 2019	August 2019	September 2019	October 2019
Mon			1			
Tues			2			
Wed	1		3			
Thurs	2 District & Parish Elections		4 Environment & Leisure WG	1		
Fri	3		5	2		
Mon	6 Public Holiday	3 Cabinet	8 Cabinet	5	2 Cabinet	
Tues	7	4	9	6	3 Overview Select	1
Wed	8	5 Development Control	10 Development Control	7 Development Control	4 Development Control	2
Thurs	9	6 Housing & Customer Services WG	11 Electoral Review Sub	8	5	3 Standards
Fri	10	7	12	9	6	4
Mon	13	10	15	12	9	7 <i>Reserve Cabinet</i>
Tues	14	11 JEAAC	16	13	10	8
Wed	15	12 Special Council [if needed due to Elections]	17 Full Council	14	11	9 Development Control
Thurs	16	13 Littlehampton Regeneration Sub	18	15	12	10 Environment & Leisure WG
Fri	17	14	19	16 Licensing Sub	13	11
Mon	20	17	22	19	16	14
Tues	21	18 Local Plan Sub	23	20	17	15 Local Plan Sub
Wed	22 Annual Council	19 JWAAC	24	21	18 Full Council	16
Thurs	23	20	25 Standards	22	19 Housing & Customer Services WG	17 Standards
Fri	24	21 Licensing Committee	26 Licensing Sub	23	20 Licensing Committee	18
Mon	27 Public Holiday	24 Bognor Regeneration Sub	29 <i>Reserve Cabinet</i>	26 Bank Holiday	23	21
Tues	28	25 Overview Select	30 Audit & Governance	27	24	22 Overview Select
Wed	29	26	31	28	25	23
Thurs	30	27		29	26	24
Fri	31	28		30	27	25 Licensing Sub
Mon					30	28
Tues						29 Bognor Regis Regeneration Sub
Weds						30 JWAAC
Thurs						31

Notes

1. *Reserve Cabinet* – meetings show as italic will only be held in the business cannot wait until the following planned meeting = Cabinet
2. Audit & Governance on 30 July cannot be moved earlier due to the timetable for signing off the annual accounts
3. LGA Conference – 2-4 July 2019
4. Political Party Conferences – assumes Sunday to Wednesday, 16, 23 and 30 September
5. JWAAC- Joint Western Arun Area Committee and JEAAC – Joint Eastern Arun Area Committee

Item No 24 – Appendix 1

6. School Holidays – Half term – 27 to 31 May 2018 – Summer 22 July to 3 September 2018; Half Term – 28 to 31 October 2018 and 17 to 21 February 2020 – Easter – 6 to 17 April 2020

	November 2019	December 2019	January 2020	February 2020	March 2020	April 2020	May 2020
Mon							
Tues							
Wed			1 Public Holiday			1	
Thurs			2			2	
Fri	1		3			3	1
Mon	4	2 Electoral Review Sub	6	3	2	6 <i>Reserve Cabinet</i>	4 Public Holiday
Tues	5 JEAAC	3	7	4	3	7	5
Wed	6 Development Control	4 Development Control	8 Development Control	5 Development Control	4 Development Control	8 Development Control	6
Thurs	7 Littlehampton Regeneration Sub	5	9	6 Housing & Customer Services WG	5	9	7 PCC Elections
Fri	8	6 Licensing Committee	10	7	6	10 Public Holiday	8
Mon	11 Cabinet	9 <i>Reserve Cabinet</i>	13 Cabinet	10 <i>Reserve Cabinet</i>	9 Cabinet	13 Public Holiday	11
Tues	12	10 Overview Select	14	11 Electoral Review Sub	10 Overview Select	14	12
Wed	13 Full Council	11 CEO Remuneration	15 Full Council	12	11 JWAAC	15	13
Thurs	14	12 Housing & Customer Services WG	16	13 Audit & Governance	12	16	14
Fri	15	13	17	14	13	17 Licensing Sub	15
Mon	18	16	20	17	16	20	18
Tues	19	17 Local Plan Sub	21	18	17 JEAAC	21	19
Wed	20	18	22	19 Special Council - Budget 2019/20	18 Full Council	22	20 Annual Council
Thurs	21 Audit & Governance	19	23	20	19	23	21
Fri	22 Licensing Sub	20	24 Licensing Sub	21 Licensing Sub	20 Licensing Committee	24	22
Mon	25	23	27 Bognor Regis Regeneration Sub	24	23	27	25 Public Holiday
Tues	26	24	28 Overview Select	25 Local Plan Sub	24	28	26
Wed	27 JWAAC	25 Public Holiday	29	26 Littlehampton Regeneration Sub	25	29	27
Thurs	28	26 Public Holiday	30 Standards	2	26	30	29
Fri	29	27	31		27		29
Mon		30			30		
Tues		31			31		