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Committee Manager Carley Lavender (Ext 37547)

18 August 2020

## **ENVIRONMENT & LEISURE WORKING GROUP**

A meeting of the Environment & Leisure Working Group will be held virtually on 3 September 2020 **at 6.00 pm** and you are requested to attend.

Members: Councillors Mrs Warr (Chairman), Brooks (Vice-Chair), Bicknell, Mrs Catterson, Clayden, Dixon, Gunner, Huntley, Jones, Kelly, Purchase and Ms Thurston

***PLEASE NOTE:*** *This meeting will be a 'virtual meeting' and any member of the press and public may listen-in and view the proceedings via a weblink which will be publicised on the Council website at least 24 hours before the meeting.*

*Different meeting arrangements are in place for the period running from 4 April 2020 to 7 May 2021 from the provisions of the Coronavirus Act 2020 and the meeting regulations 2020, to allow formal 'virtual meetings'.*

*This Council's revised Rules of Procedures for 'virtual meetings' can be found by clicking on this link: <https://www.arun.gov.uk/constitution>*

*For further information on the items to be discussed, please contact: [committees@arun.gov.uk](mailto:committees@arun.gov.uk)*

## A G E N D A

1. **APOLOGIES**

2. **DECLARATIONS OF INTEREST**

Members and Officers are reminded 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 officer should make their declaration by stating:

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

3. **MINUTES**

(Pages 1 - 6)

To approve as a correct record the Minutes of the meeting of the Environment & Leisure Working Group held on 27 February 2020.

4. **ITEMS NOT ON THE AGENDA THAT THE CHAIRMAN OF THE MEETING IS OF THE OPINION SHOULD BE CONSIDERED AS A MATTER OF URGENCY BY REASON OF SPECIAL CIRCUMSTANCES**

5. **MEETING START TIMES**

For the Working Group to agree the start times of meetings for the new municipal year.

6. **EMERGENCY PLANNING UPDATE**

(Pages 7 - 10)

This report will provide an overview of the Council's roles and responsibilities as a Category One responder. A presentation will also be given at the meeting.

7. **PLACE ST MAUR**

(Pages 11 - 14)

This report provides Members of the Working Group with an update on the public realm project at Place St Maur, Bognor Regis.

8. **REPORT BACK FROM CABINET/FULL COUNCIL**

The Working Group are requested to note that on 9 March 2020 Cabinet reviewed the recommendations put forward by the Working Group in its last meeting held on 27 February 2020.

*The first was at Minute 16 [Cemeteries Policy] which sought approval for the Council to adopt the proposed Cemeteries Regulations and Procedures from 1 April 2020.*

*The Cabinet*

*RESOLVED – That*

*(1) From 1 April 2020 Arun District Council adopts the proposed Cemeteries Regulations and all procedures as outlined in the report;*

*(2) The new associated fees & charges as outlined in the report are approved for implementation from April 2020;*

*(3) The service enhancements & projects identified within the report are endorsed and where appropriate, delivery will be considered as part of the Council's future annual budget setting;*

*(4) Future changes and amendments to the regulations, procedures and fees & charges, can be made in consultation with the Cabinet Member with delegated responsibility for Cemeteries;*

*(5) Within 12 months following the Council's adoption of these regulations, the Cemeteries Service shall submit to the ICCM a request for Arun, as a burial authority, to become a member of the Charter for the Bereaved, which further enhances the Council's reputation as a modern, compassionate, lawfully and legally complaint Cemeteries Service provider.*

*The Cabinet was then alerted to final recommendations at Minute 17 [Enforcement Contract Update] where the Council was being asked to approve extending its existing agreement with East Hampshire District Council for a further two years from 15 May 2020 to 14 May 2021 which would allow for the continued enforcement and educational patrols to continue against dog fouling, breaches*

*of dog controls and other littering offences.*

*The Cabinet*

*RESOLVED – That*

*(1) The agency agreement with East Hampshire District Council is extended for a further two years from 15 May 2020 until 14 May 2022;*

*(2) The charging model of the agreement is amended, as outlined in the report, in order to provide the Council with greater flexibility and options for additional targeted enforcement activities.*

9. **WORK PROGRAMME 2019/20**

(Pages 15 - 16)

The Working Group are required to approve the Work Programme for 2020/21.

Note : Reports are attached for all Members of the Working Group only and the press (excluding exempt items). Copies of reports can be obtained on request from the Committee Manager.

Note : Members are reminded that if they have any detailed questions would they please inform the Chairman and/or relevant Director in advance of the meeting.

Note : 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](#)