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2 June 2021

CORPORATE SUPPORT COMMITTEE

A virtual meeting of the Corporate Support Committee will be held on **Thursday 10 June 2021 at 6.00 pm** and you are requested to attend.

Members: Councillors Dendle (Chair), Roberts (Vice-Chair), Bennett, Buckland, Clayden, Mrs Cooper, Huntley, Madeley, Oppler, Purchase and Seex.

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.*

This meeting is held in accordance with the resolution made by the Extraordinary Meeting of the Council on 12 May 2021 (Minute 551) which continues Section 5 Part 5 of the Constitution (The Virtual Meeting Procedure Rules) and declares the use of Council powers, under Section 111 of the Local Government Act 1972, and the general power of competence under Section 1 of the Localism Act 2011, for making advisory decisions, as appropriate.

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

*Any members of the public wishing to address the Committee meeting during Public Question Time, will need to email Committees@arun.gov.uk by 5.15 pm on **Tuesday, 2 June 2021** in line with current Procedure Rules. It will be at the Chief Executive's/Chairman's discretion if any questions received after this deadline are considered.*

For further information on the items to be discussed, please contact: committees@arun.gov.uk

AGENDA

1. **APOLOGIES**

2. DECLARATIONS OF INTEREST

Members and Officers are invited to make any declaration 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 items 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 interest and/or prejudicial interest
- c) the nature of the interest

3. 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

4. PUBLIC QUESTION TIME

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

5. START TIMES

The Committee is asked to approve its Start Times for meetings during 2021/2022.

6. TERMS OF REFERENCE FOR THE CORPORATE SUPPORT COMMITTEE; MATTERS RESERVED; AND DELEGATION TO OFFICERS

(Pages 1 - 8)

This report asks the Corporate Support Committee to note its terms of reference as given by Full Council to make any suggestions to the Constitution Working Party for clarifying these terms of reference and to make, by exception, delegations to Officers under matters reserved.

7. OFFICER DECISION IN RELATION TO THE RENEWAL OF A THREE-YEAR MICROSOFT LICENCE SUBSCRIPTION USING THE KENT COMMERCIAL SERVICES FRAMEWORK

(Pages 9 - 18)

This report provides an update to the Committee on the decision taken by the Chief Executive to renew the Microsoft Licenses for three years.

8. JOINT STAFF CONSULTATIVE PANEL (Pages 19 - 22)

This report recommends that the Committee supports the proposals for the future reporting and scheduling of Unison Staff Consultation Panel meetings.

9. OVERVIEW SELECT COMMITTEE - 23 MARCH 2021 - EQUALITY & DIVERSITY POLICY (Pages 23 - 32)

To receive the Minutes from the meeting of the Overview Select Committee held on 23 March 2021, which are attached.

There is a recommendation for the Committee to consider at Minute 448 [Equalities and Diversity] – to view the Officers report – please click this link - [Report](#)

OUTSIDE BODIES - FEEDBACK FROM MEETINGS

The Committee will receive reports from the Council's representatives or appointees on Outside Bodies as appropriate.

10. WORK PROGRAMME (Pages 33 - 34)

A draft of the Committee's Work Programme is attached, for the Committee's information.

Note : If Members have any detailed questions, they are reminded that they need to inform the Chair and 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](#)