

This meeting will be live streamed – please use this link which will take you to the Full Council web page to view the meeting: [Arun District Council](#)

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9 January 2023

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 18 January 2023 at 6.00 pm** in the **Council Chamber, at the Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF** to transact the business set out below:



James Hassett
Chief Executive

PLEASE NOTE: Where public meetings are being held at the Arun Civic Centre, to best manage safe space available, members of the public are encouraged to watch the meeting online via the Council's Committee pages.

1. Where a member of the public wishes to attend the meeting or has registered a request to take part in Public Question Time, they will be invited to submit the question in advance of the meeting to be read out by an Officer, but of course can attend the meeting in person.
2. We request members of the public do not attend any face to face meeting if they have Covid-19 symptoms.

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, 10 January 2023** in line with current Council Meeting Procedure Rules.

It will be at the Chief Executive's/Chair'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 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 (Pages 1 - 4)

To consider any petitions received from the public.

Petition Asking the Council to Save Services at The Bognor Regis Town Hall

A Petition has been submitted asking this Council to save services at the Bognor Regis Town Hall.

As the Petition contains over 1,500 signatures it requires a debate by Full Council.

The procedure in place in the Council's Constitution for such debates confirms:

- The petition organiser will be given 5 minutes (maximum) to present the petition at the meeting.
- The relevant Committee Chair will be given 5 minutes (maximum) for a right of reply

- Following the presentation of the Petition, Members are invited to debate the Petition for thirty minutes with each Councillor being allowed to speak for a maximum of three minutes.

Attached is a report from the Interim Group Head of Finance and Section 151 Officer for the Council to consider in holding this debate.

6. MINUTES (Pages 5 - 16)

To approve as a correct record the Minutes of the Meeting of the Council held on 9 November 2022, which are *attached*.

7. CHAIR'S ANNOUNCEMENTS

To receive such announcements as the Chair 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 Chair of the Council (in consultation with the Chief Executive), is business of such urgency as to require immediate attention by the Council.

OFFICER REPORTS

9. REPORT FROM THE RETURNING OFFICER OF THE PERSON ELECTED AS DISTRICT COUNCILLOR FOR ARUN DISTRICT COUNCIL ON 1 DECEMBER 2022 (Pages 17 - 18)

The Returning Officer will report to the Council on the result of the District Council By-Election held on 1 December 2022. An information report is attached.

RECOMMENDATIONS FROM SERVICE COMMITTEES, REGULATORY AND STANDARDS COMMITTEES AND FROM WORKING PARTIES

10. AUDIT & GOVERNANCE COMMITTEE - 29 NOVEMBER 2022 (Pages 19 - 46)

The Chair of the Audit & Governance Committee, Councillor Clayden, will present recommendations from the meeting of the Audit & Governance Committee held on 29 November 2022.

The recommendations for Council to consider are set out below:

- Minute 467 [Treasury Management – Mid-Year Report 2022/23]. The Minutes along with the Officer's report are attached.

11. CONSTITUTION WORKING PARTY - 5 DECEMBER 2022 (Pages 47 - 204)

The Chair of the Constitution Working Party, Councillor Bower, will present recommendations from the meeting of the Constitution Working Party held on 5 December 2022.

The recommendations for Council to consider are set out below:

- Minute 6 [Updates to the Constitution]. The minutes and the Officer's report are attached.

12. SPECIAL PLANNING POLICY COMMITTEE - 7 DECEMBER 2022 (Pages 205 - 286)

The Chair of the Planning Policy Committee, Councillor Bower, will present recommendations from the Special Meeting of the Planning Policy Committee held on 7 December 2022.

The recommendations for Council to consider are set out below:

- Minute 507 [A Response to the National Highways A27 Arundel Further Consultation]. The minutes along with the Officer's report is attached.

13. POLICY & FINANCE COMMITTEE - 13 DECEMBER 2022 (Pages 287 - 328)

The Chair of the Policy & Finance Committee, Councillor Gunner, will present recommendations from the meeting of the Policy & Finance Committee held, on 13 December 2022.

The recommendations for Council to consider are set out below:

- Minute 531 [Financial Prospects (Medium-Term Financial Prospects) 2022-23 to 2026-27]. The minutes and the Officer's report are attached.
- Minute 534 [Items Brought Forward from Service Committees – Housing and Wellbeing Committee – 6 December 2022 – Housing Revenue Account (HRA) Revised Budget – 2022-2023]. The Officer's report and the Minutes from the Housing & Wellbeing Committee are attached.

14. STANDARDS COMMITTEE - 15 DECEMBER 2022 (Pages 329 - 364)

The Chair of the Standards Committee, Councillor English, will present recommendations from the meeting of the Standards Committee held on 15 December 2022.

The recommendations for Council to consider are set out below:

- Minute 544 [Monitoring Officer Protocol]. The minutes and the Officer's report are attached.
- Minute 545 [Review of Operation and Efficacy of the Protocol for Member and Officer Relations]. The Officer's report is attached.

15. PLANNING COMMITTEE - 11 JANUARY 2023 (Pages 365 - 370)

The Chair of the Planning Committee, Councillor Chapman, will present a recommendation from the meeting of the Planning Committee held on 11 January 2023.

The recommendation for Council to consider is are set out below:

- [Houses in Multiple Occupation (HMO) in Arun]. The Officer's report is attached but as the meeting is not taking place until 11 January 2023, the minutes will have to be circulated separately to this agenda.

16. MOTIONS

To consider any Motions submitted in accordance with Council Procedure 15 [Notices of Motion].

17. QUESTIONS FROM MEMBERS

To consider general questions from Members in accordance with Council Procedure Rule 14.3.

18. COMMITTEE MEMBERSHIPS

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

19. REPRESENTATION ON OUTSIDE BODIES

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

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 [PART 8 - CP - Section 5 Filming Photographic Protocol.pdf \(arun.gov.uk\)](#).