

This meeting will be live streamed –  
please use this link to watch the meeting :  
[Arun District Council](#)

Tel: (01903 737500)  
Fax: (01903) 730442  
DX: 57406 Littlehampton  
Minicom: 01903 732765

e-mail: [committees@arun.gov.uk](mailto:committees@arun.gov.uk)

6 March 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 15 March 2023 at 6.00 pm** in the **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](mailto:Committees@arun.gov.uk) by 5.15 pm on **Tuesday, 7 March 2023** in line with current Council Meeting Procedure Rules.

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

To consider any petitions received from the public.

### 6. MINUTES

To approve as a correct record the Minutes of the Special Meetings of the Council held on 1 and 9 March 2023, which will be circulated separately to this agenda.

### 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.

## **OFFICER REPORTS**

9. **USE OF URGENT POWERS BY THE CHIEF EXECUTIVE - LITTLEHAMPTON HARBOUR BOARD FUNDING** (Pages 1 - 4)

The Council was approached by the Littlehampton Harbour Board for support in their grant fund application to the Department for the Environment Food, & Rural Affairs. The Harbour Board requested match funding of £262,500 from Arun District Council, if their grant fund application is approved. This is likely to save the Council circa £740,000 by accessing DEFRA funding.

10. **CALENDAR OF MEETINGS FOR 2023/2024** (Pages 5 - 8)

In accordance with Council Procedure Rule 3.1, the Council needs to agree a programme of dates for Council Meetings prior to the commencement of the new municipal year.

The draft calendar for the new Municipal Year is attached.

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

11. **CORPORATE SUPPORT COMMITTEE - 19 JANUARY 2023** (Pages 9 - 30)

The Chair of the Corporate Support Committee, Councillor Dendle, will present recommendations from the meeting of the Corporate Support Committee held on 19 January 2023. .

The recommendations for Council to consider are set out below:

- Minute 594 [Pay Policy Statement 2022]. The Minutes along with the Officer's report and Appendices are attached.

12. **HOUSING & WELLBEING COMMITTEE - 25 JANUARY 2023** (Pages 31 - 56)

The Chair of the Housing & Wellbeing Committee, Councillor Pendleton, will present recommendations from the meeting of the Housing & Wellbeing Committee held on 25 January 2023.

The recommendations for Council to consider are set out below:

- Minute 606 [Housing Revenue Account Business Plan (HRABP)]. The Minutes along with the Officer's report are attached.

13. **PLANNING POLICY COMMITTEE - 26 JANUARY 2023** (Pages 57 - 88)

The Chair of the Planning Policy Committee, Councillor Bower, will present recommendations from the meeting of the Planning Policy Committee held on 26 January 2023.

The recommendations for Council to consider are set out below:

- Minute 625 [Local Development Scheme (LDS) Update]. The Minutes along with the Officer's report are attached.

14. POLICY & FINANCE COMMITTEE - 9 FEBRUARY 2023 (Pages 89 - 108)

The Chair of the Policy & Finance Committee, Councillor Gunner, will present recommendations from the meeting of the Policy & Finance Committee held on 9 February 2023.

The recommendations for Council to consider are set out below:

- Minute 677 [Anti-Slavery Pledge]. The Minutes along with the Officer's report are attached.

15. STANDARDS COMMITTEE - 23 FEBRUARY 2023 (Pages 109 - 152)

The Chair of the Standards Committee, Councillor English, will present recommendations from the meeting of the Standards Committee held on 23 February 2023.

The recommendations for Council to consider will be circulated with the minutes which will be attached separately to this agenda, they relate to:

- Review of the Local Assessment Procedure and Assessment Panel Procedure – the Officer's report is attached.
- Review of Social Media Guidance – the Officer's report is attached.

16. AUDIT & GOVERNANCE COMMITTEE - 28 FEBRUARY 2023 (Pages 153 - 202)

The Chair of the Audit & Governance Committee, Councillor Clayden, will present recommendations from the meeting of the Audit & Governance Committee held on 28 February 2023.

The recommendations for Council to consider will be circulated with the minutes which will be attached separately to this agenda, but relate to:

- Treasury Management – Strategy Statement and Annual Investment Strategy – the Officer's report is attached.

17. POLICY & FINANCE COMMITTEE - 7 MARCH 2023 (Pages 203 - 218)

The Chair of the Policy & Finance Committee, Councillor Gunner, will present recommendations from the meeting of the Policy & Finance Committee held on 7 March 2023.

The recommendations for Council to consider will be circulated with the minutes which will be attached separately to this agenda but relate to:

- Capital Strategy 2023-24 to 2026/27 – the Officer's report is attached.

18. MOTIONS

To consider any Motions submitted in accordance with Council Procedure 15.

19. QUESTIONS FROM MEMBERS [WITH ADVANCE NOTICE - 30 MINUTES]

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

20. COMMITTEE MEMBERSHIPS

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

21. 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 \(arun.gov.uk\)](#).