



Arun District Council
Civic Centre
Maltravers Road
Littlehampton
West Sussex
BN17 5LF

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

e-mail: committees@arun.gov.uk

Committee Manager Helen Burt (Ext.37614)

03 November 2022

ENVIRONMENT COMMITTEE

A meeting of the Environment Committee will be held in **Council Chamber, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF** on **Thursday 17 November 2022 at 6.00 pm** and you are requested to attend.

Members: Councillors Edwards (Chair), Chace (Vice-Chair), Bicknell, P. English, Goodheart, Huntley, Needs, Pendleton, Wallsgrove, Warr and Worne

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 webpages](#).

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 **Wednesday 09 November 2022** in line with current Committee 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

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. MINUTES

(Pages 1 - 6)

The Committee will be asked to approve as a correct record the Minutes of the Environment Committee held on 22 September 2022.

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. PUBLIC QUESTION TIME

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

6. EAST HAMPSHIRE COMMERCIAL SERVICES ENFORCEMENT AGREEMENT

(Pages 7 - 12)

The report will provide an update on the current East Hampshire Council Commercial Services enforcement agreement and recommendations for how the agreement will operate in the future.

[10 Minutes]

7. SUNKEN GARDENS PROJECT, BOGNOR REGIS (Pages 13 - 18)
- Tenders have been received for the delivery of the Sunken Gardens scheme which exceed the previously approved works sum of £230k set out in the heads of terms for contract award. Approval is sought to increase the value of the construction contract, within the approved £500k supplementary estimate.
[20 Minutes]
8. BERSTED COUNTRY PARK PROJECT (Pages 19 - 30)
- This report provides detail on the project to be undertaken in Bersted to create a Country Park and seeks approval for the scope of the project. The council is procuring the services of a landscape consultant to advise on and produce a masterplan for public consultation.
[20 Minutes]
9. PARKING SERVICES REVIEW (Pages 31 - 42)
- The Council's car parks are important assets for directly contributing to the delivery of the Council's Vision aims, and indirectly through generating revenue to support delivery of other Council services.
- This report sets out a proposal to commission a review of the Council's off-street parking services to make recommendations on how to obtain best value from these assets. The recommendations from the proposed review would be reported back to the Environment Committee for consideration and implementation.
[20 Minutes]
10. TREE PLANTING STRATEGY UPDATE (Pages 43 - 54)
- The report provides an update for year one of the Council's adopted Tree Planting Strategy and proposals for year 2
[10 Minutes]
11. VIREMENT FOR ADDITIONAL COSTS RELATING TO COMBINED CLEANSING SERVICES CONTRACT (Pages 55 - 60)
- Due to rising national inflation, supply chain and wage pressures within the waste industry and collections sector, an agreed pay settlement between the Council's contractor Biffa and the GMB Union in August 2022 averted the threat of summer holiday strike action for waste services in Arun. The result is that a virement from inflation contingency budget is required for this financial year to meet the increased costs of the Combined Cleansing Services Contract.
[10 Minutes]

12. KEY PERFORMANCE INDICATORS 2022-2026 - QUARTER 2 PERFORMANCE REPORT FOR THE PERIOD 1 APRIL 2022 TO 30 SEPTEMBER 2022 (Pages 61 - 68)

This report sets out the performance of the Key Performance indicators at Quarter 1 for the period 1 April 2022 to 30 September 2022.

[15 Minutes]

OUTSIDE BODIES - FEEDBACK FROM MEETINGS

13. WORK PROGRAMME (Pages 69 - 72)

The Committee is required to note the Work Programme for 2022/23.

[5 Minutes]

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](#)