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10 November 2023

ENVIRONMENT COMMITTEE

A meeting of the Environment Committee will be held in **Council Chamber, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF** on **Tuesday 21 November 2023 at 6.00 pm** and you are requested to attend.

Members: Councillors Wallsgrove (Chair), Worne (Vice-Chair), Blanchard-Cooper, P. Bower, Brooks, Elkins, Greenway, Madeley, May, Warr and Wiltshire

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 **Tuesday 14 November** in line with current Committee Meeting Procedure Rules.

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 - 12)

The Committee will be asked to approve as a correct record the Minutes of the Environment Committee held on 07 September 2023.

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. QUARTER 2 BUDGET MONITORING REPORT

(Pages 13 - 18)

The report sets out in further detail the Committee's Revenue and Capital programme budget performance projections to the 31 March 2024.

[10 Minutes]

7. BERSTED BROOKS PARK (Pages 19 - 86)

The report provides an update on the Bersted Brooks Park project, including a summary of the stakeholder engagement and public consultation, and outlines proposals to be taken forward.

[30 Minutes]

8. ADDITIONAL HOUSES IN MULTIPLE OCCUPATION LICENSING SCHEME (Pages 87 - 162)

At the Environment Committee on 14 July 2022 Members agreed to instigating the consultation process for a proposed additional licensing scheme for Houses in Multiple Occupation (HMOs) for the wards Marine, Hotham and River, to cover privately rented properties occupied by three or four people making up two or more households and properties converted into self contained flats that meet the definition of Section 257 HMOs.

The statutory 10 week consultation took place between 12 June to 20 August 2023 and this report details the results and outcomes of this consultation.

[15 Minutes]

9. AIR QUALITY STRATEGY (Pages 163 - 194)

Local authorities are expected to take proactive action to improve air quality. For Arun, which does not have any Air Quality Management Areas (AQMA), this means developing an Air Quality Strategy setting out the actions that will be taken to improve air quality in our area.

This report seeks adoption of an Air Quality Strategy for Arun.

[20 Minutes]

10. VARIATION TO PARKING FEES (Pages 195 - 226)

Annual review of the Council's Car Park fees in accordance with the Off-Street Parking Strategy and allied service development proposals.

[30 Minutes]

11. UPDATE ON BEACH ACCESS FOR ALL - BOGNOR REGIS (Pages 227 - 264)

The report summarises the activities agreed at the Environment Committee meeting on 27th February 2023 where the recommendations of the Bognor Regis Beach Access Working Party (BRBAWP) were reported. It presents the findings of the desk study and site surveys conducted by the Coastal Engineers and Flood Prevention team and updates on actions taken this year to improve access to the beach.

[10 Minutes]

12. KEY PERFORMANCE INDICATORS 2022-2026 - QUARTER 2 PERFORMANCE REPORT FOR THE PERIOD 1 APRIL 2023 TO 30 SEPTEMBER 2023. (Pages 265 - 272)

This report sets out the performance of the Key Performance indicators at Quarter 2 for the period 1 April 2023 to 30 September 2023.

[10 Minutes]

OUTSIDE BODIES - FEEDBACK FROM MEETINGS

13. WORK PROGRAMME (Pages 273 - 274)

The Committee is required to note the Work Programme for 2023/24.

[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](#)