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7 May 2024

COUNCIL MEETING

To all Members of the Council

You are summoned to attend a meeting of the Annual Meeting of the ARUN DISTRICT COUNCIL to be held on **Wednesday 15 May 2024 at 6.00 pm** in the **Council Chamber, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF** to transact the business set out below:




Karl Roberts/Philippa Dart
Joint Interim Chief Executives

For further information on the items to be discussed, or about attending the meeting or how to find the webcast link, 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. MINUTES

To approve as a correct record the Minutes of the Meeting of the Council held on 9 May 2024, which will be circulated separately to the agenda.

4. 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.

5. APPOINTMENT OF CHAIR OF THE COUNCIL FOR THE MUNICIPAL YEAR 2024-2025

In accordance with Part 3 [2.0 – Full Council, Paragraph 13 and Part 5, Section 1, Council Procedure Rule 20.9 of the Constitution, to appoint Councillor James Walsh as Chair of the Council for the ensuing year.

The newly elected Chair will then make and subscribe the statutory declaration of acceptance of office.

6. VOTE OF THANKS FOR THE RETIRING CHAIR

To propose a vote of thanks to Councillor Alison Cooper for the services rendered by her as Chair of the Council during the last year.

7. APPOINTMENT OF VICE-CHAIR OF THE COUNCIL FOR THE MUNICIPAL YEAR 2024-2025 AND CHAIR ELECT FOR 2025-2026

In accordance with Part 3 [2.0 – Full Council], Paragraph 13 and Part 5, Section 1, Council Procedure Rule 20.9 of the Constitution, to appoint a Vice-Chair of the Council for the ensuing year.

The newly elected Vice-Chair will then make and subscribe the statutory declaration of acceptance of office.

8. NEW CHAIR'S ANNOUNCEMENTS

To receive such announcements as the Chair may desire to lay before the Council.

9. APPOINTMENT OF THE LEADER AND DEPUTY LEADER OF THE COUNCIL

To appoint the Leader and Deputy Leader of the Council in accordance with Article 6 of the Constitution.

10. REVIEW OF ENTITLEMENT OF POLITICAL GROUPS - COUNCILLORS SEATS ON COMMITTEES - APPOINTMENTS TO COMMITTEES (Pages 1 - 4)

Following consultation with Group Leaders, the Council is asked to make appointments to its Service Committees, Regulatory Committees, the Standards Committee, and other Working Parties and Panels including the confirmation of the Chair and Vice-Chair where relevant.

The Appendix to this report setting out the Committee Memberships for 2024/25 will be circulated separately.

11. REPRESENTATION ON OUTSIDE BODIES 2024-2025 (Pages 5 - 8)

In order to effectively represent the District of Arun, Councillors need to be aware of matters which impact both Arun, as a District, as well as the organisation itself. There are a number of key external organisations with are independent of the Council to which the Council make appointments in order that it can create and maintain effective partnerships with those organisations and their members.

This report is set out in Appendix 1 [to be circulated separately] and following consultation and agreement with the Group Leaders, the Council's appointment to Outside Bodies for 2024-2025 are listed which the Council is asked to approve.

12. APPOINTMENT OF COUNCILLOR DIRECTORS OF ANY COUNCIL OWNED PROPERTIES

There are no appointments to confirm to this meeting.

13. APPOINTMENT OF GROUP LEADERS

To note the appointment of other Group Leaders, which will be circulated separately to the agenda.

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