



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

The meeting will be webcast live – please click on this link to access the Full Council web page and the media section for the recording - [Arun District Council](#)

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


e-mail: committees@arun.gov.uk

4 March 2024

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 13 March 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
Interim Joint Chief Executives

Please Note:

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, 6 March 2024** in line with current Council Meeting Procedure Rules.

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. 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 (Pages 1 - 12)

To approve as a correct record the Minutes of the Special Meeting of the Council held on 21 February 2024, which are *attached*.

7. CHAIR'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. CALENDAR OF MEETINGS FOR 2024/2025 (Pages 13 - 16)

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

10. STANDARDS COMMITTEE - 18 JANUARY 2024 (Pages 17 - 38)

The Chair of the Standards Committee, Councillor Huntley, will present a recommendation from the meeting of the Standards Committee held on 18 January 2024.

The minutes from the meeting are attached. The recommendation for the Council to consider is set out below:

- Minute 538 [Review of Local Assessment Procedures] – the Officer's report and appendix is attached.

11. CORPORATE SUPPORT COMMITTEE - 31 JANUARY 2024 (Pages 39 - 64)

The Chair of the Corporate Support Committee, Councillor Oppler, will present a recommendation from the meeting of the Corporate Support Committee held on 31 January 2024.

The minutes from the meeting are attached. The recommendation for the Council to consider is set out below:

- Minute 592 [Pay Policy Statement 2024-2025] – the Officer's report and accompanying appendices are attached.

12. AUDIT & GOVERNANCE COMMITTEE - 19 FEBRUARY 2024 (Pages 65 - 156)

The Chair of the Audit & Governance Committee, Councillor Walsh, will present recommendations from the meeting of the Audit & Governance Committee held on 19 February 2024.

The minutes from the meeting are attached. The recommendations for the Council to consider are set out below:

- Minute 645 [Review of the Members' Allowances Scheme – Report of the Independent Remuneration Panel] – the Officer's report and the report of the Independent Remuneration Panel are attached.

The Independent Remuneration Panel will be in attendance at the meeting to respond to questions.

- Minute 651 [Treasury Management Strategy and Annual Investment Strategy 2024/25] – the Officer's report and accompanying appendices are attached.

13. CONSTITUTION WORKING PARTY - 29 FEBRUARY 2024

The minutes from the meeting of the Constitution Working Party held on 29 February 2024 will be circulated separately to the agenda and any recommendations will be presented to the meeting.

14. POLICY & FINANCE COMMITTEE - 7 MARCH 2024

The minutes from the meeting of the Policy & Finance Committee held on 7 March 2024 will be circulated separately and any recommendations will be reported to the meeting.

15. MOTIONS

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

16. QUESTIONS FROM MEMBERS

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

17. COMMITTEE MEMBERSHIPS

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

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