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**Members are reminded to bring their Agendas from the Cabinet Meetings held on 3 June and 8 July 2019 with them to the meeting
NOTE: This meeting will be webcast live**

3 July 2019

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, 17 July 2019 at 6.00 pm** in the Council Chamber at the Arun Civic Centre, Maltravers Road, Littlehampton, to transact the business set out below:

Nigel Lynn
Chief Executive

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 - 8)

To approve as a correct record the Minutes of the Annual Council Meeting held on 22 May 2019, which are *attached*.

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.

REPORTS FROM CABINET, OVERVIEW SELECT, REGULATORY AND STANDARDS COMMITTEES, AND FROM WORKING PARTIES AND WORKING GROUPS

9. **Special Audit & Governance Committee - 2 July 2019**

The Chairman, Councillor Mrs Erskine, will present the Minutes from the Special Meeting of the Audit & Governance Committee held on 2 July 2019.

The Minutes from this meeting will be circulated separately and any recommendations will be presented to the meeting.

10. **Overview Select Committee - 12 March 2019** (Pages 9 - 14)

The then Vice-Chairman, Councillor English, will present the Minutes from the meeting of the Overview Select Committee held on 12 March 2019. There are no recommendations.

11. **Licensing Committee - 22 March 2019** (Pages 15 - 18)

The then Chairman, Councillor Cooper, will present the Minutes from the meeting of the Licensing Committee held on 22 March 2019. There are three recommendations at:

- Minute 490 [Amendments to Arun District Council's Enforcement Policy for Environmental Health, Private Sector Housing Licensing and Cleansing] – to view the Officer's report – please click on this link: [Report](#) and [Appendix](#)

12. **Development Control Committee - 10 April 2019** (Pages 19 - 24)

The then Chairman, Councillor Bower, will present the Minutes from the meeting of the Development Control Committee held on 10 April 2019. There are no recommendations.

13. **Special Cabinet - 11 April 2019** (Pages 25 - 36)

In the absence of the then Chairman and Vice-Chairman, the former Cabinet Member for Community Wellbeing, Councillor Clayden, will present the Minutes from the meeting of Cabinet held on 11 April 2019. There are no recommendations.

14. **Cabinet - 3 June 2019** (Pages 37 - 52)

The Chairman, Councillor Dr Walsh, will present the Minutes from the meeting of Cabinet held on 3 June 2019. There are recommendations at:

- Minute 20 [Assets of Community Value – Policy and Procedures] – to view the Officer's report and the Appendixes, please click on these links: [Report](#) and [The Policy](#)
- Minute 22 [Tivoli Group Ltd, Admissions Agreement to Local Government Pensions Scheme] – to view the Officer's report – please click on this link: [Report](#)
- Minute 24 [Planning Appeal at Land North of Hook Lane, Pagham] – to view the Officer's report – please click on this link: [Report](#)

15. **Development Control Committee - 5 June 2019** (Pages 53 - 60)

The Chairman, Councillor Bennett, will present the Minutes from the meeting of the Development Control Committee held on 5 June 2019. There are no recommendations.

16. **Littlehampton Regeneration Sub-Committee - 13 June 2019** (Pages 61 - 64)

The Vice-Chairman, Councillor C Blanchard-Cooper, will present the Minutes from the meeting of the Littlehampton Regeneration Sub-Committee held on 13 June 2019. There are no recommendations.

17. **Planning Policy Sub-Committee - 18 June 2019** (Pages 65 - 72)

The Chairman, Councillor Mrs Yeates, will present the Minutes from the meeting of the Planning Policy Sub-Committee held on 18 June 2019. There are recommendations at:

- Minute 4 [Adoption of Policy in Relation to Surface Water in New Development] - to view the Officer's report, please click on this link – [Report](#)
- Minute 5 [CIL Draft Charging Schedule Consultation Responses] – to view the Officer's report and all of the appendices – please click on these links - [Report](#) and [Appendix 1](#), [Appendix 2](#) and [Appendix 3](#)

18. **Bognor Regis Regeneration Sub-Committee - 24 June 2019**

The Chairman, Councillor Stanley, will present the Minutes from the meeting of the Bognor Regis Regeneration Sub-Committee on 24 June 2019.

The Minutes from this meeting will be circulated separately and any recommendations will be reported to the meeting.

19. **Special Development Control Committee - 27 June 2019**

The Vice-Chairman, Councillor Ms Thurston, will present the Minutes from the meeting of the Special Development Control Committee held on 27 June 2019.

The Minutes from this meeting will be circulated separately and any recommendations will be reported to the meeting.

20. **Environment & Leisure Working Group - 4 July 2019**

The Chairman, Councillor Mrs Staniforth, will present the Minutes from the meeting of the Environment & Leisure Working Group held on 4 July 2019.

The Minutes of this meeting will be circulated separately and any recommendations will be reported to the meeting.

21. **Cabinet - 8 July 2019**

The Chairman, Councillor Dr Walsh, will present the Minutes from the meeting of Cabinet held on 8 July 2019.

The Minutes from this meeting will be circulated separately and any recommendations will be reported to the meeting.

22. **Motions**

A Motion has been received in accordance with Council Procedure Rule 14.1. and 14.2 from the Conservative Group, the detail of which is set out below:

This Council supports the principle of developing supplementary planning guidance to improve the level of sustainability of new residential developments in comparison to the current position.

Officers are asked to prepare a report for the consideration of the Planning Policy Sub Committee on how this might be achieved including reference to the following, and the likely costs of doing so.

- 1) Guidance on renewable energy (both passive & active) for individual homes.
- 2) Improved standards for insulation and water usage.
- 3) Guidance for community renewable energy schemes
- 4) Guidance on designs for waste/recycling storage facilities

23. **Questions from Members**

To consider general questions from Members in accordance with Council Procedure 13.3.

OFFICER REPORTS

24. **Proposal for Arun District Council to Join The Greater Brighton Economic Board** (Pages 73 - 86)

This report seeks formal approval from Full Council for Arun District Council (ADC) to become a member of the Greater Brighton Economic Board (GBEB).

25. **Committee Memberships**

The following changes to Committee Memberships need to be noted by the Council as set out below – any further changes can be reported verbally at the meeting:

- Councillor Mrs Worne will replace Councillor Mrs Baker on the Development Control Committee
- Councillors Brooks, Mrs Haywood, Oppler and Tilbrook to be added to the list of named Substitutes for the Development Control Committee
- Councillor Mrs Worne will replace Councillor Mrs Baker on the Licensing Committee
- Councillor Bennett will become Vice-Chairman of the Standards Committee
- Councillor Dr Walsh will fill the Lib Dem vacancy on the Littlehampton Regeneration Sub-Committee
- Councillor Bennett will become the Chairman of the Housing & Customer Services Working Group and Councillor Coster will become Vice-Chairman

- Councillors Mrs Cooper, Charles, Hughes, Mrs Haywood and Mrs Pendleton will become Members of the Housing & Customer Services Working Group
- Councillors Chapman, Clayden, Gunner and Kelly will become Members of the Environment & Leisure Working Group
- Councillor Mrs Catterson will fill the Arundel & Walberton seat allocated to the Green Party on the Joint Western Arun Area Committee

26. Representation to Outside Bodies

The Council is asked to approve the following changes to its representation on Outside Bodies as set out below – further changes can be reported verbally at the meeting:

- (1) West Sussex Health and Adult Social Care Committee (HASC) – Councillor Bennett has replaced Councillor Mrs Worne
- (2) Age UK West Sussex - This will no longer be an Outside Body of the Council
- (3) LGA People and Places Board – This Council no longer has an appointed Member and so this Board will no longer be an Outside body of the Council
- (4) LGA Councillors' Forum – This Council no longer has an appointed Member and so this Forum will no longer be an Outside Body
- (5) North Littlehampton Advisory Group – Councillor Mrs Caffyn is no longer a Member

- Members are reminded that if they have detailed questions, would they please inform the relevant Cabinet Member/Chairman and/or Director in advance of the meeting in accordance with the Council Procedure Rules
- Copies of the reports on the recommendations from the Cabinet Meetings have been previously circulated to Members and Members are asked to bring their copies with them to the meeting. Further copies are available from the Committee Manager
- Copies of the reports on the recommendations from the other Committees are attached, where appropriate
- 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](#)