

Members are reminded to bring their Agendas from the Cabinet Meetings held on xx and xx with them to the meeting

7 March 2019

Full Council Meeting

To all Members of the Full Council

You are summoned to attend a meeting of the ARUN DISTRICT COUNCIL to be held on Wednesday, 13th March, 2019 **at 6.00 pm** in the Council Chamber & Blue Room - Council Chamber & Blue Room 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**

To approve as a correct record the Minutes of the Special Meeting of the Council held on 20 February 2019, which are attached.

7. **Chairman's Announcements**

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

8. **Statute Matters** (Pages 1 - 2)

(i) **Appointment of Vice-Chairman of the Council for the Municipal Year 2019/2020**

In accordance with Article 4.2(b) of the Constitution Procedure Rule 18.9, the Council will consider nominations put forward by each of the Political Groups for the position of Vice-Chairman of the Council for 2019/20 and Chairman Elect for 2020/21. A ballot will then be undertaken to determine the appointment.

9. **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.

REPORT BACK FROM CABINET, OVERVIEW SELECT COMMITTEE, REGULATORY COMMITTEES, SUB-COMMITTEES AND WORKING GROUPS

10. **CABINET - 14 JANUARY 2019** (Pages 3 - 14)

The Chairman, Councillor Mrs Brown, will present the Minutes from the Cabinet meeting held on 14 January 2019. There are no recommendations.

11. **Development Control Committee - 16 January 2019** (Pages 15 - 18)

The Chairman, Councillor Bower, will present the Minutes from the meeting of the Development Control Committee held on 16 January 2019. There are recommendations at:

- Minute 363 [Development Control Committee/Group Head of Planning Scheme of Delegation] – to view the Officer's report and Appendix, please click on this link – [Report](#)

12. **Environment & Leisure Working Group - 22 January 2019** (Pages 19 - 24)

The Chairman, Councillor Hitchins, will present the Minutes from the meeting of the Environment & Leisure Working Group held on 22 January 2019. There are no recommendations.

13. **Special Development Control Committee - 23 January 2019** (Pages 25 - 36)

The Chairman, Councillor Bower, will present the Minutes from the meeting of the Special Development Control Committee held on 23 January 2019. There are no recommendations.

14. **Bognor Regis Regeneration Sub-Committee - 28 January 2019** (Pages 37 - 40)

The Chairman, Councillor Hitchins, will present the Minutes from the meeting of the Bognor Regis Regeneration Sub-Committee held on 28 January 2019. There are no recommendations.

15. **Overview Select Committee - 29 January 2019** (Pages 41 - 50)

The Chairman, Councillor Dingemans, will present the Minutes from the meeting of the Overview Select Committee held on 29 January 2019. There are no recommendations.

16. **Standards Committee - 31 January 2019** (Pages 51 - 58)

The Chairman, Councillor English, will present the Minutes from the meeting of the Standards Committee held on 31 January 2019. There are recommendations at:

- Minute 387 [Review of the Local Assessment Procedure] – to view the Officer's report and Appendix, please click on this link – [Report](#) and [Appendix – the Procedure as amended at the meeting](#)

17. **Housing & Customer Services Working Group - 7 February 2019** (Pages 59 - 66)

The Chairman, Councillor Hughes, will present the Minutes from the meeting of the Housing & Customer Services Working Group held on 7 February 2019. There are no recommendations.

18. **Cabinet - 11 February 2019** (Pages 67 - 80)

The Chairman, Councillor Mrs Brown, will present the Minutes from the meeting of Cabinet held on 11 February 2019 with the exception of Minute 397 [Council Budget 2019/20] which was dealt with at the Special Meeting of the Council held

on 20 February 2019. There is a recommendation at:

- Minute 398 [Judicial Review at Land South of New Road [A259] and East of Brook Lane, Angmering [Planning Application Reference A/23/15/OUT] - to view the Officer's report, please click on this link – [Report](#)

19. **Electoral Review Sub-Committee - 12 February 2019** (Pages 81 - 86)

The Chairman, Councillor Dendle, will present the Minutes from the meeting of the Electoral Review Sub-Committee held on 12 February 2019. There are no recommendations.

20. **Development Control Committee - 13 February 2019** (Pages 87 - 90)

The Chairman, Councillor Bower, will present the Minutes from the meeting of the Development Control Committee held on 13 February 2019. There are no recommendations.

21. **Audit & Governance Committee - 14 February 2019** (Pages 91 - 108)

The Chairman, Councillor Chapman, will present the Minutes from the meeting of the Audit & Governance Committee held on 14 February 2019. There are recommendations at;

- Minute 403 [Capital Strategy] – to view the Officer's report and the Appendix, please click on this link – [Report](#) and [Appendix](#)
- Minute 404 [Treasury Management Strategy and Annual Investment Strategy] – to view the Officer's report and all of the Appendices, please click on this link - [Report and Appendices](#)

22. **Planning Policy Sub-Committee - 27 February 2019**

The Chairman, Councillor Bower, will present the Minutes from the meeting of the Planning Policy Sub-Committee held on 27 February 2019.

The Minutes will be circulated separately and any recommendations will be reported at the meeting.

23. **Cabinet - 4 March 2019**

The Chairman, Councillor Mrs Brown, will present the Minutes from the meeting of Cabinet held on 4 March 2019.

The Minutes will be circulated separately and any recommendations will be reported at the meeting.

24. **Development Control Committee - 6 March 2019**

The Chairman, Councillor Bower, will present the Minutes from the meeting of the Development Control Committee held on 6 March 2019.

The Minutes will be circulated separately and any recommendations will be reported at the meeting.

25. Motions

To consider any Motions submitted in accordance with Council Procedure Rule 14.

26. Questions from Members

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

OFFICER REPORTS

27. Pay Policy Statement 2019 (Pages 109 - 120)

The Localism Act 2011, section 38(1) requires that local authorities prepare an annual Pay Policy Statement. This paper introduces the draft Pay Policy Statement for 2019/2020 (attached) and asks Members to approve it.

28. New National Pay Scale (Pages 121 - 124)

The National Joint Council (NJC) pay agreement for 2018-20 included the introduction of a new pay scale which will come into effect on 1 April 2019. The new pay scale will replace the current one and it is for Councils to decide locally, in consultation with their recognised union/s, how the organisational grading structure should fit against the new pay scale.

This paper explains the proposed new grading structure for Arun District Council and how staff will assimilate across from their existing pay point to the new pay scale.

29. Local Government Pension Scheme - Pension Discretions for Arun District Council (Pages 125 - 130)

Arun District Council provides a staff pension scheme which is part of the Local Government Pension Scheme (LGPS). It is a requirement under the LGPS Regulations for each scheme employer to formulate, publish and keep under review how it will deal with a number of discretionary areas within the LGPS rules. This paper sets out where we propose to make minor changes to our local discretions with an explanation for those changes and describes the consultation process. Full Council is required to agree any changes to the Pension Scheme.

30. Adoption of Arun District Council Health and Safety Policy (Pages 131 - 134)

The Council's Policy on how it achieves compliance with its legal obligations under health and safety legislation has recently been reviewed. The Policy relates to the Council's own work activities and premises and has been updated to reflect best practice and changes to the structure of the Council. Councillors are requested to adopt the Policy to ensure that a robust but sensible approach is

taken to protecting staff in the conduct of their duties and others who enter Council owned premises from harm.

31. **Committee Memberships**

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

32. **Representation on Outside Bodies**

The Council is asked to approve any changes to its representation on Outside Bodies.

- 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